

Director 2 - Business Partnerships

4400 West 18th Street, Houston, Texas (US-TX), 77092-8501, United States

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ID: 19895

Job Description

Location: Hattie Mae White

Department: CCMR

Area:Northwest

Contract Months:12

Salary Range: \$150,000.00 – \$175,000.00

Academic Year: 24-25

JOB SUMMARY

The Director 2 - Business Partnerships will provide strategic leadership and management for the CCMR Department by building relationships and collaborating with key business and industry partners. This position works with the Coordinator 2 and Coordinator 1 of Business Partnerships in addition to other CCMR Directors and key external stakeholders. This position leads the business partnerships team to build relationships with external partners, identify and pursue grant funding opportunities, and implement partnership initiatives districtwide.

MAJOR DUTIES & RESPONSIBILITIES

- Develop and implement strategies to identify and build new relationships with potential business partners, strengthen existing partnerships, and negotiate and secure partnership agreements, and/or sponsorships.
- Identify and pursue opportunities for grant funding by researching and understanding relevant funding sources, developing compelling proposals, and managing grant application processes.
- Lead the business partnerships team to implement partnership initiatives, monitoring, analyzing, and evaluating partnership initiatives for effectiveness.
- Design, develop, and deliver department communications to district staff, external business partners and other key stakeholders
- Regularly engage customers, clients, and end users, including through frequent site visits, to gather personal feedback on the impact of activities and needs.

- Performs other job-related duties as assigned.

MAJOR DUTIES & RESPONSIBILITIES CONTINUED

N/A

EDUCATION

Bachelor's degree in a relevant field; master's degree preferred.

WORK EXPERIENCE

Minimum of 5 years of experience in a leadership role, preferably within a similar industry or organization.

SKILL AND/OR REQUIRED LICENSING/CERTIFICATION

- Strong strategic thinking and analytical skills, with the ability to translate vision into actionable plans.
- Demonstrated track record of successfully leading and managing teams, fostering a high-performance culture.
- Excellent communication and interpersonal skills, with the ability to effectively engage and influence stakeholders at all levels.
- Strong financial acumen, with experience in budget planning, financial management, and resource allocation.
- Proven ability to develop and implement strategic initiatives that drive organizational growth and impact.
- Exceptional problem-solving and decision-making abilities, with the capacity to navigate complex challenges.
- Demonstrated ability to build and maintain positive relationships with internal and external stakeholders.
- Strong project management skills, with the ability to manage multiple priorities and meet deadlines.
- Knowledge of relevant industry regulations, compliance standards, and best practices.
- Ability to adapt to change and lead teams through organizational transitions.
- Commitment to diversity, equity, and inclusion principles and practices.
- Strong ethical standards and integrity in decision-making.
- Professional certifications or memberships relevant to the industry or leadership role are desirable.

LEADERSHIP RESPONSIBILITIES

Strategic oversight for multiple departments and/or a major division or for the entire district. Provides strategic direction and develops long-range plans which impact multiple departments or divisions. Using in-depth knowledge of multiple disciplines, identifies and evaluates high-impact issues, and provides strategy and direction to a major functional area or multiple departments. Establishes programs and policies, and ensures integration of operational objectives across multiple, major departments, program areas and possibly district-wide.

WORK COMPLEXITY/INDEPENDENT JUDGMENT

Work is non-standardized and widely varied, involving many complex and significant variables including significant time spent planning, evaluating complex solutions and issues, and negotiating outcomes. Strong analytic ability and inductive thinking are frequently required to devise new approaches to situations where previously accepted solutions have proven inadequate. Position regularly makes recommendations to management on areas of significance to the division. Supervision received typically consists of providing periodic coaching, advice and feedback.

BUDGET AUTHORITY

Participates in a group plan and/or budget development.

PROBLEM SOLVING

Decisions are made with greater freedom and discretion, including recommendations that are subject to approval on matters that may affect multiple departments across HISD. Job is frequently expected to recommend new solutions to problems, to improve existing methods/procedures/services and generate new ideas. May also review decisions made by other individuals on more routine matters.

IMPACT OF DECISIONS

Decisions have considerable impact to multiple divisions or the district causing risks or improvements to relationships, significant efficiencies or delays in operations, and/or significant financial gains or expenses. Errors are serious and difficult to discover, normally involve decisions not subject to detailed review and will result in excessive costs and/or significant project delays.

COMMUNICATION/INTERACTIONS

Negotiate and influence - interprets department strategies and services, resolves conflicts, influences outcomes on matters of significance for the division, conducts final negotiations and coordinates approvals/decision making below the executive level. Interactions are typically with customers and Top Management.

CUSTOMER RELATIONSHIPS

Regularly assesses and diffuses complex, and escalated customer issues. Takes personal responsibility and accountability for solving systemic customer service problems. Regularly explores alternative and creative solutions to meeting the needs of the customer within HISD's policies and guidelines.

WORKING/ENVIRONMENTAL CONDITIONS

Work is normally performed in a typical interior work environment which does not subject the employee to any hazardous or unpleasant elements.

Ability to carry and/or lift less than 15 pounds.

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