

Job Description

Manager of Partnerships and Programs, Syracuse Build

Syracuse Build Overview

Syracuse Build is a Mayoral initiative that is building a robust and inclusive workforce pipeline of Syracuse residents aligned with upcoming employment opportunities associated with unprecedented levels of investment in the city's urban core. Syracuse Build will establish a suite of programs that will cultivate a stronger pipeline of qualified workers that can meet the city's workforce needs. Rather than reinventing the wheel, Syracuse Build will adopt nationally recognized best practices and align with local workforce development partners to achieve these outcomes. Syracuse Build will achieve systems change by forging new partnerships between local government, anchor institutions, construction companies, labor unions, workforce partners, and community-based organizations. These partnerships will dramatically increase the number of diverse Syracuse residents, from low-income communities, within the local trades and construction industry. CNY Works will serve as the Syracuse Build operating partner, and the Manager of Syracuse Build will serve as a member CNY Works staff, reporting to the Syracuse Build Director.

Position Description

The Manager of Partnerships and Programs will be a key staff member of this initiative. The Manager will be working directly with General Contractors and their sub-contractors to identify workforce needs; creating jobseeker profiles listing the aptitudes, competencies, skills, and certifications necessary for successful candidates; managing training partner contracts with an eye to quality training and continuous improvement; and partnering with community organizations to recruit, refer and coach job candidates and on-the-job workers. The Manager will also work closely with organized labor to facilitate academic and training pathways that lead to union apprenticeship opportunities, and with a range of partners to facilitate workers' retention and career advancement. With what s/he learns in these areas, the Manager will inform the design and delivery of Work Train-sponsored construction training programs.

Central to the success of this role is building strong, professional and respectful relationships with both the employers and with our program partners delivering training and wrap-around services to unemployed and underemployed individuals seeking work and career opportunities. The Manager and Director will collaboratively create and manage a pipeline of projects to drive overall programming and synergy across the Syracuse Build initiative. Additional duties will be assigned as needed by the Director of Syracuse Build.

Duties and Responsibilities

- **Industry and Employer Partner Engagement**
 - Engaging employers within the construction industry to understand their hiring needs and strategies, work environment, and approach to talent development - ensuring Work Train programming addresses these needs and realities, all within the context of Syracuse Build;

- Working with employers to develop and deepen their engagement with industry network partnerships and Work Train programming;
- Staying current with industry trends - locally, regionally, nationally - to best inform trajectory of current and future program efforts.
- **Program Partner Engagement**
 - Building strong relationships with program partners to accomplish goals in a collaborative and efficient manner.
 - Working with the Director of Syracuse Build and program partners to jointly design and refine construction training programs based on input and feedback from various stakeholders, including employers, partners, program participants, and instructors. This includes training classes and program participant-centered initiatives addressing systemic barriers to employment (e.g., financial literacy support, car-buying program).
- **Knowledge and Financial Management**
 - Collecting quantitative and qualitative data for program improvement, funder reporting, and communication materials.
 - Developing budget and tracking expenses against multiple funding streams.
 - Contributing to strategic planning and to funding proposals, financial and donor reporting, and strategic planning.
- **Other**
 - Perform administrative, and other, tasks as needed.

Job Requirements

Candidates must demonstrate the following:

- A commitment to advancing the values of Economic Inclusion, including the causes of economic opportunity and racial and gender equity within the Syracuse community;
- Experience managing collaborative projects involving diverse stakeholders, including multiple funders;
- Experience working in socioeconomically diverse communities;
- Strong process management and facilitation experience;
- A “team-oriented” approach, in which s/he is motivated by the success of the organization and the accomplishments of her or his colleagues;
- Ability to perform to a high standard while working independently offsite and to communicate effectively and efficiently back to the team;
- Strong interpersonal skills and the ability to navigate ambiguity and different work and cultural styles with agility.

Candidates ideally demonstrate the following:

- Experience in the field of workforce development and private industry, including experience in construction.