



Job Posting

Strategic Partnerships Manager

The Strategic Partnerships Manager will play a key role to plan, develop, and oversee a comprehensive, statewide outreach strategy to successfully retain and expand strong relationships with key stakeholders. In this highly visible role, you will work in close collaboration with both internal colleagues and external stakeholders such as community leaders as well as various organizations in professional, education, youth, senior, and faith-based settings. You will create an outreach vision for Minnesota to deliver on established performance indicators and metrics, taking direction from the VP of External Relations.

If you are ready to help expand and grow the number of AmeriCorps members serving in Minnesota and strengthen the capacity of our programs to attract Minnesotans of all backgrounds to service, please apply today!

Join us to amplify ServeMinnesota's mission by increasing overall community awareness of and support for the organization. ServeMinnesota is committed to fostering a welcoming and inclusive environment united by our shared mission.

Essential Job Functions

1. Manage external outreach by regularly engaging key stakeholders, community associations, professional organizations, youth organizations, senior and faith-based organizations, as well as appropriate nonprofits to elevate awareness of service opportunities among a variety of audiences in Minnesota, with the goal of assisting with the recruitment of AmeriCorps members from across Minnesota
2. Amplify ServeMinnesota's visibility across the state through consistent efforts to reach existing and potential community partners
3. Collaborate with members of the External Relations team to share information gleaned from outreach efforts to various stakeholders for developing communications and marketing materials
4. Foster a culture of partnership, community, innovation, and accountability
5. Manage overall practices and processes of outreach strategy by using a customer relationship management (CRM) system to coordinate community partner relationships, document outreach activities, and determine actionable insights to drive continuous improvement

6. Develop a system to measure success and determine the most effective outreach and development strategies and tactics
7. Consult with national, state, and local counterparts to troubleshoot issues and identify solutions to be executed; leverage national best practices that can be applied locally
8. Execute statewide outreach operations within a pre-defined budget

Other Job Functions

1. Perform special projects or assignments as directed
2. Provide services that consistently support ServeMinnesota's ability to inclusively engage Minnesotans from a diversity of backgrounds as grantees, service recipients, AmeriCorps members and partners

Job Qualifications

Minimum

- Bachelor's degree from an accredited college or university in a related field such as communications, journalism, or public relations, or equivalent in training and experience
- At least 5 or more years of outreach/community relations experience
- Excellent verbal, written, and communication skills, including public speaking to communicate effectively with people and groups in multiple settings within and outside of the ServeMinnesota service area
- Experience with successfully managing multiple priorities and have an ability to think in original and innovative ways
- Expertise in all major business software applications (Adobe Creative Suite, Microsoft Office, etc.) and in using customer relationship management (CRM) systems
- Possess sound planning skills, ability to execute against respective action plans, and regularly meet or exceed target in a timely and cost-effective manner
- Ability to identify uncommon networks in building a talented pool of individuals for AmeriCorps positions
- Must be self-aware, have strong interpersonal skills, be adaptable, and able to collaborate with all levels of internal and external stakeholders
- Must be able to travel 50 percent of time mainly within Minnesota

Preferred

- Preferred candidates will have a variety of experiences working effectively with diverse populations, representing the communities we serve in Minnesota
- Well versed in establishing comprehensive outreach networks
- Demonstrated success in developing strategy and managing process improvement
- Experience building deep and extensive connections in Greater Minnesota

Workplace

At ServeMinnesota, we are highly invested in the success of our people. We strive to make it an awesome and inclusive place to work and we recruit passionate people.

We are looking for people who are energized by making an impact in our communities through national service.

This position is available to all, without regard to race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, disability, sexual orientation, or age. It is also unlawful to retaliate against any person who files a complaint about discrimination. In addition to filing a complaint with local and state agencies that are responsible for resolving discrimination complaints, you may bring a complaint to the attention of the AmeriCorps Agency.

AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.

This position will be based in Greater Minnesota with occasional work performed at the Minneapolis offices. The salary range is 62,300-70,720 / \$30-34 per hour, depending on experience and qualifications.

ServeMinnesota requires all employees to be vaccinated for COVID-19, the only exception to this requirement is an approved medical or religious exemption.

Please submit a resume and address the following questions in your cover letter or in the body of your email:

1. Why are you interested in ServeMinnesota and this particular position?
2. How does your experience align with the Essential Job Functions and Minimum Qualifications of this position?

Submit applications to applynow@serveminnesota.org.

Application deadline is February 21, 2025 or until the position is filled.