



Build better skills for better performance.

Director of Regional Initiatives

About the position:

Reporting to the Vice President of Programs, the Director of Regional Initiatives will play a critical role in advancing BHEF's work creating highly effective regional talent ecosystems. In this role, the Director will be an important part of BHEF's programs team, leveraging dynamic leadership skills, deep workforce expertise, strategic planning capabilities, and extensive partnership development experience to support current and develop new regional workforce initiatives. The position requires a strategic, outcomes-driven, collaborative workforce leader who is comfortable with a wide variety of responsibilities.

The Director's primary role will be to manage multiple, unique regional collaboratives. The Director will work closely with senior executives, higher education leaders, and strategic partners in these regions to build capacity and ensure outcomes are met. Working closely with other members of BHEF's programs team, the Director will leverage BHEF's portfolio of regional ecosystems to drive national impact through convenings around best practices and strategies for creating scale. Additionally, the Director will support the growth of BHEF's talent pathways service line, which guides businesses and higher education leaders in creating high-performing partnerships that increase the pipeline of talent in emerging and high-demand fields.

Location: Washington, DC or Remote

To apply: Please send resume and cover letter to Janet Chen, Director of Programs and Insights, at janet.chen@bhef.com.

Key responsibilities:

Regional Partnerships (80%)

- Deliver on our regional talent ecosystem goals to:
 - Accelerate access to a full spectrum of competitive, ready-to-work learners with in-demand skills,
 - Foster high-performing industry-higher education partnerships built on market-driven knowledge, skills, and abilities (KSAs),
 - Lead through action by business commitments to hiring and upskilling, and
 - Increase representation of diverse, traditionally underrepresented populations in the workforce.
- Support sites in the development and implementation of data-informed action plans, creation of tangible outcomes, and training of champions for meaningful impact and long-term success.
- Provide day-to-day management of several sites while building capacity of regional leaders.

- Support BHEF’s efforts to generate scale and leverage regional efforts for national impact, including working with BHEF colleagues to develop a cross-site communications and convening strategy and a process for deploying high-impact practices across multiple sites.
- Identify and anticipate regional and cross-site challenges and develop and implement solutions to overcome those challenges.
- Build and maintain strong relationships with senior leaders from higher education, business, workforce organizations, and other key stakeholders, and foster business-higher education partnerships and collaboration.
- Document effective practices in briefs and case studies.

Talent Pathways Service Line Development (20%)

- Work with the Vice President of Programs, other BHEF staff, and advisors to support the build out of scalable talent pathways products and services and monitor their implementation to ensure it yields our desired impact for business, higher education, and learners.
- Provide subject matter expertise to position BHEF as the go-to resource for the solutions that help partners meet their goals.
- Contribute to business and partnership development through overseeing the design and scoping of concepts, proposal development, relationship management, research on funders and markets, and opportunity pursuit aligned with BHEF’s strategic priorities.
- Identify and formalize strategic partnerships with organizations that complement BHEF.

About you:

- Undergraduate degree - Master’s degree preferred.
- Minimum of five years relevant experience including leadership experience with a regional, multi-year workforce development initiative.
- Experience developing, managing, and scaling workforce, education, or corporate training programs resulting in measurable success.
- Entrepreneurial ability and enthusiasm for exploring and testing new possibilities for programs, products, or services.
- Demonstrated operational and project management skills in running multifaceted projects.
- Excellent communication skills – both written and verbal.
- Ability to build and deliver persuasive, effective presentations for senior executives.
- Ability to collaborate with a variety of stakeholders, build consensus, and motivate others.
- Personal qualities of integrity, credibility, collegiality, and a commitment to inclusion and equity.
- Highly proactive and willing to jump in on items that are needed in a small, dynamic organization.
- Clear understanding and commitment to BHEF’s mission, goals, and objectives.
- Substantive knowledge of workforce development and higher education, and familiarity with innovative models in higher education and business-higher education partnerships.
- Willingness to travel periodically when in-person meetings become more commonplace.

About BHEF:

The Business-Higher Education Forum is a 40-year-old nonprofit membership organization that connects higher education institutions to business talent demand. Corporate CEOs and university presidents join BHEF to anticipate skills needs and improve pathways between higher education and workforce.

At BHEF, Equal Employment Opportunity is our commitment and goal. All qualified candidates will receive consideration for employment without regard to race, national origin, gender, age, religion, disability, sexual orientation, veteran status, marital status or any other protected status designated by federal, state or local law. Applicants are encouraged to confidentially self-identify when applying.