



Position: Director of Outreach and Engagement
Reporting to: Managing Director of StrongMinds America
Location: Remote/Maplewood, NJ

Please check our website <https://www.strongmindsamerica.org/>

Under the direct supervision of the Managing Director of StrongMinds America (SMA) with a dotted line to the Chief Executive Officer (CEO), the Director of Outreach will be responsible for the advancement of existing program partners, and researching, engaging, and building relationships with individuals, organizations, and institutions. The position will provide ongoing stewardship to all current program partners and remain a vital point of contact.

This position will design, plan, and execute SMA's relationship with and presence at external conferences, community events, professional events, and identifies other opportunities to engage the external community through SMA programs. Key responsibilities will include relationship building and problem solving, programmatic support, content and resource development, research, and volunteer stewardship.

This is a full-time position with a salary range of \$70,000 - \$75,000 and full benefits (health, dental, eye) and generous PTO.

CORE DUTIES:

- Responsible for researching, reporting, presenting, negotiating, and executing alliance relationships and program partnerships.
- Develop and inform external engagement strategies.
- Coordinate ongoing communication and information sharing with existing partnerships.
- Represent SMA through virtual and in-person meetings with strategic partners or onsite at partners, special events, or conferences.
- Work with partners to design and execute learning sessions, panel discussions, public speaking, and press events (online and in person) to promote SMA programs, raise awareness, and cultivate partnerships.
- Coordinate with other departments to ensure high quality relationships. Elevate issues where appropriate.
- Initiate and support changes to program policies or other structures to support cultivation and retention of program partners.
- Collect and format data for quarterly reports and global board reports as needed.
- Support special outreach and education programs.
- Work to foster a vibrant, but small volunteer program.

- Other duties and assignments as necessary to support the visibility and sustainability of SMA.

POSITION REQUIREMENTS

- Master's degree, preferably in education, communications, or nonprofit administration.
- Experience managing alliances, program partnerships, or other strategic relationships for a nonprofit organization.
- Exceptional relationship management skills and experience negotiating agreements.
- Experience in the nonprofit sector and a track record of working closely with nonprofit executives and community leaders.
- Event or meeting planning and management experience.
- Creative, adaptable, and entrepreneurial, with a bias for action.
- Ability to flourish in a fast-paced, sometimes ambiguous start-up environment under deadlines with minimal guidance.
- Strong writing skills.
- Demonstrated ability to complete detailed work accurately.
- Knowledge of philanthropy and the social sector.
- Strong analytical skills and experience with online analytics and trends.
- Supervisory experience.
- Ability to work flexible hours, including weekends as needed.

ABOUT

StrongMinds America (SMA) is the US program branch of StrongMinds, an award-winning international organization widely recognized for its innovative approach to improving access to mental health care. Our program mission is to promote the mental health and emotional wellbeing of adolescents and young adults through advocacy, education, prevention, and intervention.

TO APPLY

Please send a short cover note with your résumé to Susan Ryan sryan@strongminds.org writing 'Director of Outreach' in the subject line.