

Senior Director of Program Innovation & Impact

Full-Time Position

Salary Range: \$69,392 - \$104,088



About Vibrant Pittsburgh: Vibrant Pittsburgh accelerates the business community toward equitable, inclusive, and diverse workplaces, thus creating a future-forward region. We help organizations move beyond knowing that diversity, equity, and inclusion (DEI) is the right thing to do, providing the tools, knowledge, and connections to embed DEI into every facet of organizational culture. Learn more about us at vibrantpittsburgh.org.

Role Overview: To advance the mission of Vibrant Pittsburgh and serve our Employer Members, other employers, and other constituents, the organization develops programming, provides educational trainings and services, and produces resources. The development, execution, and assessment of our work is essential to the organization and its mission. The Senior Director of Programs and Services is responsible for Vibrant Pittsburgh's suite of programs and services, including strategy and development, assessment and evaluation, budget management, knowledge management, and relationship management. This position supports the senior management team to execute the programmatic strategy of the organization, and reports to the Chief Operating Officer.

Principle Duties and Responsibilities:

- Directs all aspects of programmatic strategy and execution to ensure the quality, integrity and continuous evolution of Vibrant Pittsburgh programs and services
- Manages the implementation of programmatic aspects of the 2022-2025 Strategic Plan; aligns programmatic activities and staff responsibilities with organizational priorities
- Develops the necessary systems, processes, and tools to better support the facilitation, collection, and sharing of knowledge generated by programming
- Ensures that key project outcomes are evaluated and leveraged for maximum constituent and organizational impact
- Ensures that Vibrant Pittsburgh is a programmatic innovator within the Pittsburgh region, adapting to new realities, incorporating novel approaches, and expanding alliances and audiences
- Working with the COO and senior leadership, participates in fundraising from idea generation through proposal development to organizational promotion and accountability

Qualifications:

Programmatic Leadership: The ideal candidate will have taken a hands-on approach in leading a variety of initiatives, having a record of effectively leading performance-based and outcome-based programs. They will have developed and operationalized strategies that have taken programs and services to the next stage of growth.

Team Building and Management: The successful candidate will have managed and coordinated a dedicated team of program/project managers, staff, and outside consultants. This individual will serve as a "player/coach" to motivate those they supervise.

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Exceptional Communication and External Relations Skills: The Senior Director of Program Innovation & Impact will be a persuasive, credible, and polished communicator with excellent interpersonal and multidisciplinary project skills. This individual must work collaboratively with internal as well as external partners and other organizations.

- Self-directed leader with demonstrated passion for Vibrant Pittsburgh's mission and commitment to working collaboratively with a nimble team
- Excellence in organizational, project, and budget management with the ability to achieve strategic objectives
- Demonstrated ability to engage a wide variety of constituencies, manage multiple tasks simultaneously, and thrive in a complex environment with multiple priorities
- Team building abilities, including training and mentorship
- Strong analytical and evaluation skills
- Advanced degree, with at least 3 years of management experience preferred
- Knowledge of Qualtrics or similar systems strongly preferred
- Experience in or knowledge of the diversity, equity, and inclusion field preferred
- Familiarity with Salesforce CRM a plus
- Bilingual ability an asset

Compensation:

Salary Range: \$69,392 - \$104,088; salary will be commensurate with experience. This position is full-time with benefits.

Competitive Benefits Package:

- Flexible hybrid schedules with an in-person co-work environment as an option
- High-quality medical, dental, and vision insurance
- Employer-matched 401(k) retirement plan
- Paid parental leave
- Employer-assisted professional development opportunities
- Transportation reimbursement
- And more!

To Apply: Resumes and cover letters will be accepted only via email to lisindan@vibrantpittsburgh.org with the subject line: Senior Director of Program Innovation & Impact. ***Please submit resumes in both Word and PDF format.***

Vibrant Pittsburgh does not discriminate on the basis of race, ethnicity, color, religion, ancestry, sex, national origin, age, disability, sexual orientation, gender, gender identity and/or expression, genetics, or military status in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all.