



## Director of Community Programs

### Salary

\$60,000 - 75,000 DOE

### About Innovate ABQ

Innovate ABQ is a public-private partnership created to develop a 7-acre innovation district in downtown Albuquerque to foster economic development and job creation in New Mexico. The site is intended to help put the region on a path to higher growth by improving the productivity of people and firms in ways that lead to better incomes and living standards for all. This vision includes more than 720,000 square feet of physically-compact, technically-wired, walkable space devoted to bringing together New Mexico's innovators to foster the creation of long-term, job-creating ventures and increase access to opportunity for the entire community.

### Role

Innovate ABQ seeks a dynamic, entrepreneurial, and driven team member who shares our passion of building an inclusive economy and who can help lead the expansion and launch of various existing and future programs. This role will report directly to the Innovate ABQ Executive Director and will oversee the organization's community-building and outreach programs, including the launch of Global NM.

Global NM's mission is to create a pathway to retain international students and attract immigrant entrepreneurs to build their businesses on and around the Innovate ABQ campus. These entrepreneurs will serve as mentors to entrepreneurially-minded students and enhance the regional startup ecosystem by developing their startup businesses while volunteering within the community.

### Responsibilities

- Lead the launch of Global NM
- Develop and launch a mentor-mentee matching program
- Plan and lead events and outreach activities increasing the visibility of the organization within the community and establishing relationships with target populations
- Coordinate and manage assisting personnel, including contractors and volunteers
- Develop and manage relationships with new and existing community partners
- Assist in developing strategies to remove barriers to participation and ensure the development of a culturally and economically diverse entrepreneurial community
- Provide written and oral reports as necessary

### Required Skills

- Ability to work in a fast-paced, dynamic, and flexible environment
- Passionate self-starter, with ability to take initiative and drive towards results
- Strong oral and written communication skills and demonstrated ability to establish effective lines of communication and collaboration with large institutions
- Prior programs or business management experience preferred with demonstrated experience in business development, fundraising, or partnerships