

# THE HOPE PROGRAM

## BUSINESS DEVELOPMENT MANAGER

### Background

The HOPE Program is a leader among New York City job training providers, upskilling adult jobseekers (ages 18 - 70) for a broad range of sectors, including a focus on green construction, maintenance, infrastructure and related careers. We work with individuals facing deep structural barriers to employment, including histories with the criminal legal system, current and/or past homelessness, substance abuse disorders, low educational attainment and more. Our comprehensive approach includes classroom training, industry-recognized certifications, digital literacy and access, financial literacy and access, mental health support, case management, paid job training, and our signature “HOPE for Life” approach, which provides a vital community of support throughout the lives of HOPE graduates’ careers. With measurable outcomes among the strongest in the industry, HOPE’s impact sits at the intersection of COVID-19 recovery, racial justice, and building a more equitable future for New York City. [Our work is best described in the words of our graduates, such as Ramon.](#)

### The Position

HOPE is seeking a Business Development Manager who will be responsible for developing and implementing HOPE’s sector-focused business development strategy with a goal of creating partnerships with quality employers to ultimately connect HOPE graduates to employment along their chosen career pathway. At this time, industries include: green maintenance and construction, horticulture, e-mobility, solar power, and other emerging industries.

The position reports to the Assistant Director, Business Services and Strategic Partnerships. This is a hybrid position, working out of HOPE’s South Bronx location at 1360 Garrison Avenue at least twice weekly. The Business Development Manager is a thought leader whose work includes keeping the team informed on their sector’s labor market trends; engaging employers who will give back to HOPE by supporting recruitment or curriculum review; securing job orders; and, meeting placement goals.

## Responsibilities

### Develop Sector-Based Business Development Strategies and Provide Thought Leadership

- Research and document NYC labor market trends. Collaborate with the leadership team to identify new strategic sectors and/or employer partners to fulfill goals outlined in HOPE's strategic plan.

### Prospect, Cultivate and Grow Employer Relationships

- Establish and maintain long-term relationships, particularly with sector-based employers who are willing to hire two or more students per year. Design and implement strategies for securing quality jobs and contribute to HOPE's goal to maintain or exceed its current employment rate of 80%, with at least 50% of those jobs having benefits.
- Meet the goal of placing 30% of students in jobs from HOPE partners.

### Administration

- Develop systems to partner with staff to meet team and individualized goals for job development, placement and retention. Create and implement systems for making appropriate internship and job matches for students and graduates.
- Enter all information into Salesforce in real time.
- Generate reports as necessary.
- Other duties as assigned.

## Minimum Qualifications

- Business development professional with a demonstrated ability to succeed in a performance-driven environment.
- 5 years experience in prospecting and developing long-term business-to-business relationships with employers including small businesses, larger corporations, and/or nonprofits.
- Proven track record of exceeding your goals in a performance-driven environment. This position is measured on placement rate.
- Experience in setting sales and engagement strategy.
- Experience in labor market research preferred.
- Bachelor degree **or** equivalent workforce development experience.
- Excellent computer, interpersonal and collaborative leadership skills.

## Salary/Benefits

Salary: \$65K to \$75K, and dependent upon experience. HOPE provides a full package of benefits including healthcare and dental insurance, retirement plan, competitive vacation (plus

half-day Fridays during summer which is equal to 7.5 additional vacation days), and 12 paid holidays.

## Interested Candidates

Email cover letter, indicating what position you are applying for and where you saw the listing, and resume to [hr@thehopeprogram.org](mailto:hr@thehopeprogram.org). Resumes unaccompanied by a cover letter will not be reviewed. No telephone calls, please.

Effective November 1, 2021, HOPE employees are required to provide one-time verification of vaccination against COVID-19.

**The HOPE Program is an equal opportunity employer.**

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