JOB TITLE: Director of External Engagement & Business Development

The University Corporation for Atmospheric Research (UCAR) is excited to announce the job opening for a Director of External Engagement & Business Development. This role reports to the UCAR President and is tasked with collaborating across the organization to provide mission aligned vision and strategic direction for external engagement, organizational brand alignment, business development, and partnerships; cultivate and qualify new funding opportunities and potential partnerships; increase the return on investment of existing external relationships; and build internal culture that will support future innovative research.

JOB DESCRIPTION

Job Location: Boulder, CO

Job Type: Hybrid with the expectation that some amount of time will be spent at the Boulder NCAR/UCAR campuses and at events and activities in the Denver Metro Area (10% travel).

Position Type: Full-Time

Hiring Range: $175,000 - $198,000
*Final salary and rates are based on education, experience, skills relevant to the role, and internal equity.*

Application Notes:
- Application Deadline: The position will be posted until July 21 with priority given to applications submitted early and by July 21, 2023.
- Required application materials (preferably in PDF Format):
  - Resume
  - Cover Letter (Please address how your skills and experience meet the needs of this position)
- Work Authorization: UCAR/NCAR will not sponsor a work visa to fill this position.
- Relocation Assistance: Relocation assistance may be available for this position.
- Background Checks: Conducted for candidates selected for hire. Learn more.
- Work Location: Regardless of flexible work arrangements, UCAR requires ALL positions to be performed within the U.S., excluding U.S. Territories.

HOW YOU WILL MAKE AN IMPACT AT UCAR

Here is a brief outline of what one would expect to be responsible for in this role.

External Engagement
- Identify organization-wide development and external engagement goals based on stakeholder inputs, NCAR/UCAR/UCP plans, funding gaps, and public need.
- Cultivate relationships with entity leadership and stakeholders to ensure alignment with Lab, Center, Program, and Office level external engagement goals.
- Direct the development of strategies and methods to improve external engagement and ensure clear communication and demonstration of the value of the organization to both internal stakeholders and potential community partners.
• Oversee the organization’s participation at American Meteorological Society (AMS) and American Geophysical Union (AGU) annual meetings, and similar events.

**Business Development**

• Shepherd internal stakeholders through qualifying requests/opportunities based on alignment with organizational goals and potential return on investment.
• Provide mentorship to UCAR/NCAR individuals, projects, and programs seeking funding, partnerships, and/or development opportunities.
• Champion efforts to build and maintain an organization-wide database of current partners, potential partners, collaborators, donors, and community stakeholders.
• Identify and cultivate prospects with philanthropic foundations to support scientific efforts and initiatives.
• Provide mission-based vision and strategic oversight for the Friends of the National Center (Friends) and other organizational fundraising efforts directed towards increasing support for non-Federal funded education and outreach activities.

**Strengthening Innovation Culture**

• Lead the UCAR exchange efforts to develop strategic Tech Transfer opportunities and work to set innovation goals aligned with the strategic vision of the organization.
• Develop and implement projects, programs, and initiatives to support current innovators and to foster a culture of collaborative innovation across the organization.
• Develop and leverage private sector connections in strategic areas and build awareness of NCAR/UCP research and capabilities in the community.

**WHO WE’D LOVE TO JOIN OUR TEAM**

Successful candidates will ensure their application materials speak to the following criteria:

**Education & Experience**

• Master’s degree in business, public policy, public administration, or related field.
• 10 years of leadership experience in federally funded science and non-profit institutions
• -OR- an equivalent combination of education and experience. Background in science is preferred.

**Knowledge, Skills, and Abilities**

• Strong interpersonal skills, particularly with donors, volunteers, and staff members from diverse backgrounds.
• Experience developing and implementing capital campaigns, donor stewardship initiatives, and strategic partnerships.
• Ability to collaborate effectively on behalf of and within a complex organization.
• Ability to develop and communicate strategic priorities to a wide variety of stakeholders, both internal and external.
• Experience identifying and developing both federal and non-federal funding opportunities for scientific research.
• Background in Earth system science (*desired*)
• Fundraising/development for STEM-related initiatives (*desired*)
INCLUSIVE BENEFITS

UCAR affirms its commitment to employees through competitive benefits. In addition to medical, dental, vision, retirement, and life insurance, UCAR offers a variety of programs focused on work-life balance and professional, and personal development. These include:

- Tuition Assistance, time off allowance to attend classes, and other professional development opportunities.
- UCAR contributes 10% of your eligible pay into your retirement account; 100% fully vested on day one.
- Starting minimum accrual of 20 days of personal time off each year (prorated for less than full-time positions).
- 10 paid holidays each year.
- 10 days of paid sick leave each year.
- 14 weeks of paid parental leave.
- Backup childcare.
- Short-term medical leave paid at 100% of your regular salary.
- EcoPass for local Colorado residents to use the Denver and Boulder-area transit system at no cost.
- Flexible Work Arrangement (role dependent).
- International remote work could be available for a max of 20 days per calendar year with supervisor approval.

SOME FINAL CONSIDERATIONS

Commitment to Diversity, Equity & Inclusion

Our organization is committed to creating a diverse, equitable, and inclusive work environment and fostering a culture where everyone feels welcome and supported. To learn more about these efforts, visit the Office of Diversity, Equity & Inclusion Strategic Plan and our Diversity & Inclusion: A Welcoming Workplace site. Research shows that women and people of color are less likely to apply for a position if they do not meet almost 100% of the desired skills and experience. Please note this is not necessary! If you meet the minimum requirements and have a passion for the work, you are encouraged to apply. We can provide on-the-job training for the rest!

Flexible Work

At UCAR, we are committed to supporting our mission by giving staff the flexibility to find the schedule and location that works best to maintain their own work-life circumstances and reach their full potential as professionals. Many positions within our organization are eligible for fully on-site, hybrid, fully remote and/or flexible work schedules.

Equal Opportunity Employer

UCAR is committed to providing equal opportunity for all employees and applicants for employment and does not discriminate on the basis of race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy. Whatever your intersection of identities, you are welcome at UCAR.

Compensation Factors

Final salary offer will be based on any combination of the following factors, including: a candidate’s education, training, and experience relevant to the role, anticipated quality and quantity of work, required travel (if any), external market and internal value, including seniority and merit systems, and internal pay alignment. A candidate’s salary history will not be used in compensation decisions.
**Export Control**
This position is subject to work location requirements for obtaining access to facilities and research systems. These requirements may include pre-employment background and national security checks. This position is open to U.S. Citizens, U.S. Green Card holders, and those eligible to obtain a U.S. Work Visa subject to U.S. export requirements.

**Visa Wait Times**
Please consider the length of visa procurement when applying for this posting, understanding that you will not be able to begin employment until you are able to get a visa and enter the U.S.

*The University Corporation for Atmospheric Research (UCAR) is an equal opportunity/equal access/affirmative action employer that strives to develop and maintain a diverse workforce. UCAR is committed to providing equal opportunity for all employees and applicants for employment and does not discriminate on the basis of race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy.*

Whatever your intersection of identities, you are welcome at the University Corporation for Atmospheric Research (UCAR). We are committed to inclusivity and promoting an equitable environment that values and respects the uniqueness of all members of our organization.

**To Apply**
Interested applicants may apply [online here].