

About the job

Housed within the University City District's West Philadelphia Skills Initiative, the Keystone LifeSci Collaborative is supported by new funding from the American Rescue Plan's Good Jobs Challenge (GJC) and aims to address ongoing shared business priorities and enhance regional competitiveness in the life science industry. The Keystone LifeSci Collaborative brings together key regional stakeholders, including industry leaders, research institutions, and community organizations to foster collaboration, innovation, and growth in the life science sector across six Southeastern Pennsylvania counties: Philadelphia, Montgomery, Bucks, Delaware, Chester, and Berks.

The Collaborative is based on the nationally recognized "Next Gen Sector Partnership" model, active in over 100 regions and more than 20 states. The Next Gen model departs from the traditional government-driven approach to workforce development where the public sector takes the lead and industry plays a reactive role. In the Next Gen approach, business leaders are proactive, stepping up to champion shared solutions together. Industry leaders draw on expertise and support from government and nonprofit partners to design solutions that strengthen the industry, grow good jobs, and expand equitable access to those good jobs. For more information, visit www.keystonelifesci.org.

About the West Philadelphia Skills Initiative

The West Philadelphia Skills Initiative (Skills Initiative) is the bold solution necessary to close the opportunity gap in Philadelphia. For over a decade, the Skills Initiative has solidified its role as one of the highest performing workforce intermediaries in the country by bridging the divide between unemployed Philadelphians seeking opportunity and employers seeking talent. The Skills Initiative is a year-round, cohort-based, employer-driven training model that harnesses the hiring power of our area's anchor institutions, including universities, health systems, and other major employers, while cultivating the innate drive and potential of job seekers. Our approach specifically and effectively responds to long-term unemployment and the complex challenges that emerge from living in intergenerational poverty. The Skills Initiative is a signature University City District initiative. For more information, visit https://philadelphiaskills.org/jobs/?utm_source=ucd&utm_medium=banner.

About University City District

University City District (UCD) was founded in 1997 by a partnership of world-renowned anchor institutions, small businesses, and residents to improve economic vitality and quality of life in Philadelphia's University City. UCD's primary mission is community revitalization. The organization works within a place-based, data-driven framework to invest in world-class public spaces, address crime and public safety, support small businesses along our commercial corridors, connect low-income Philadelphians to careers with employer partners, and promote job growth and innovation. For more information, visit <https://www.universitycity.org/>.

THE POSITION

The West Philadelphia Skills Initiative seeks a managing director to support its life science industry sector partnership, Keystone LifeSci Collaborative (KLSC). The managing director will report to the Executive Director and receive direction from other KLSC stakeholders and sector partnership champions. The managing director will be responsible for providing backbone staff support to the industry-led KLSC sector partnership, convened by the Skills Initiative. Collaborating with KLSC's five action teams that are focused on areas such as influencing policy, growing the life science sector, and marketing the region, the candidate will play a thought leadership role and will have responsibility for facilitation, project management, relationship-building, and communications of the sector partnership.

For the first year, the managing director will be expected to:

- Develop credibility with various KLSC stakeholders and to foster strong engagement with private and public-sector constituencies;
- Deliver value to all the stakeholders;
- Make measurable progress on three of the five action team efforts
- Begin to build fundraising models to sustain KLSC for the long-term.

RESPONSIBILITIES

- Serves as the primary point of contact for both business leaders and public partners for the Collaborative, acting as an information hub to connect and network partnership participants
- Keeps track of the partnership's written action plan, distributing updates after full partnership or action team meetings
- Coordinates with other partnership members to distribute regular updates on partnership activities and progress
- Manages communications consultant and partners with internal communications teams to successfully tell the story of the Collaborative and engage partners
- Manages the process of updating the recently launches Keystone LifeSci Collaborative website
- Complete all grant reporting to Philadelphia Works, Inc. in partnership with Skills Initiative staff for the GJC grant

QUALIFICATIONS

The Managing Director will have five plus years of relevant experience. An advanced degree in a relevant field is preferred but not required. Experience with the political partners and dynamics in Southeastern Pennsylvania and the non-governmental organization sector in the region is essential.

Other qualifications include:

- Experience working with industry leaders in a convening and project management capacity

- Demonstrated track record working with leaders in the non-governmental public support community
- Awareness of local, state, and federal policies and programs, with experience working with government entities and officials to move initiatives forward preferred
- Knowledge of life science industry is preferred
- Experience working with cross-sector stakeholders to advance an agenda and priorities
- Demonstrated success in building and managing coalition-based advocacy
- A commitment to advancing life science priorities and opportunities in the region
- Outstanding critical thinking skills
- Excellent quantitative and analytical skills
- Sound project management skills
- Strong verbal and written communication skills
- Strong passion for contributing to the mission of the Keystone LifeSci Collaborative and Skills Initiative
- Motivated self-starter; able to take initiative and as well as work as a team
- Ability to work under pressure, meet deadlines and handle multiple projects

COMPENSATION

The anticipated salary is between \$120,000 and \$140,000 with a compelling benefit package.

PROCESS TO APPLY

UCD has retained the services of Lincoln Leadership (www.lincolnleadership.co) to conduct this search. For those interested in the search or who want to recommend someone for the role in confidence, please contact Daniel Guerrero, Executive Director, at (646) 298-9525 or dguerrero@lincolnleadership.co.

Review of candidate materials will begin immediately and will continue until the position is filled. For best consideration, please apply by May 15, 2024.