

CONTRACT POSITION

Executive Director

The Board of Directors of this newly formed 501(c)3 is seeking a creative and energetic leader to help launch the Regional Education and Training Center @ Satsop. Under the general supervision of the Board of Directors, the Director serves as the primary staff for carrying out Board initiatives. Broad discretion in the selection of work methods and processes are allowed and the Director is evaluated principally in terms of success in achieving a sustainable future for the RETC. Responsibilities include development and implementation of the Board's strategic plan; aggressive marketing and cultivation of mutually beneficial partnerships between industry, education and workforce affiliates; identification of additional revenue generating opportunities and overall coordination of RETC business activities. Initially a contract position, the Board anticipates the work performed by this contract will result in a full-time, regular employment and staffing plan.

DESIRED OUTCOMES

- Develop and execute a broad-based marketing strategy to create nimble, responsive and sustainable educational partner programs at the RETC to address skilled workforce training needs through contracts, partnerships or other mutually beneficial relationships.
- Implement the vision and policy directives of the RETC Board of Directors.
- Lead the Board of Directors in its strategic planning process.
- Research and write grants to promote infrastructure development for sustainable training programs at the RETC
- Identify workforce education and training needs for existing and emerging skills and technologies.
 - Develop partnerships with K-12 (skills centers and similar programs), community and technical colleges and 4-year educational institutions that meet industry needs.
 - Develop partnerships with Registered skilled trades Apprenticeship training programs to meet the current and future workforce needs of our region.
 - Coordinate with Economic Development programs to identify RETC role in support of emerging industry training needs.
 - Coordinate with Pacific Mountain Workforce Development Council to promote workforce investment act (WIA) funded initiatives at the RETC.
- Develop sustainable staffing plan for the RETC.
- Oversee and coordinate budget related activities for the RETC.

THE SUCCESSFUL CONTRACTOR has demonstrated experience:

- Working on behalf of a Board of Directors in a leadership position.
- Developing, marketing and implementing sustainable training programs in industry, economic and workforce development or other related areas.
- Communicating through written, verbal and multi-media

Please apply by emailing a resume and thoughtful statement of interest detailing experience with the stated outcomes:

mkenedy@pacificmountainworksource.org

Questions regarding this opportunity may be directed to Mike Kennedy at the above address. This recruitment remains open until a satisfactory contractor is found. First reviews are slated after **August 14, 2009**



The Regional Education and Training Center (RET C) @ Satsop offers an adaptable, rapid response education and training facility for Washington State. The RETC is a unique collaboration between industry, labor and education that serves business and the people by brokering customized skill development programs. These programs:

- Promote the value of the skilled trades and apprenticeship pathways
- Provide training opportunities in the 'green' economy
- Use emerging technology to deliver cutting edge, "just-in-time, convenient programs
- Support innovation and entrepreneurship

The RETC @ Satsop is located at Satsop Development Park, a 1700-acre mixed-use business and technology park located near Elma, Washington. Centrally located in the Pacific Mountain region it is 30 freeway miles from Olympia and the I-5 transportation corridor.