Title: Director, Global Corporate Engagement

Pay Scale Group: 20

FLSA: Exempt

Essential Function

Under general supervision from a designated administrator, direct and manage all global corporate engagement activities; cultivate relationship with corporate and voluntary organizations and individuals, identify areas of business activity and potential collaboration.

Characteristic Duties

- Identify, cultivate, solicit and provide stewardship of corporate prospects for support to educational, research and consultancy programs, with the expectation of maintaining a consistent level of 30-40 relationships with organizations.

- Work in concert with the Office of the Provost, UC International, faculty, and staff to increase the number of and add value to the University’s interactions with institutional sources of support and to increase the level of engagement with corporations, voluntary organizations and other institutional entities.

- Develop strong local, regional, national and international relationships with business and industry, interact with all areas of the university in creating and promoting mutually-beneficial interactions, which include acquiring financial resources applicable to the University’s mission.

- Develop a model for interacting with the corporate sector; work with faculty, administrators and unit development directors to develop projects, programs and proposals; meet with corporate representative’s off-campus as well as host visits to the campus; and manage a University-wide clearance system.

- Devise strategies that will position the University to maximize returns from private funding sources, taking into account best practice and the institutional culture of the University.

- Develop infrastructures that involve representatives of corporations, trusts and individuals through events, personal involvement and/or volunteer posts to build relationships that will result in a broad range of opportunities.

- Serve as a key member of the Corporate Relations Working Group team.

- Coordinate USCosmic system development regarding technical enhancements to the system.

- Provide direct supervision to exempt and non-exempt staff (i.e., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.).

- Perform related duties based on departmental need.

An affirmative action/equal opportunity institution
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Unusual Working Conditions

• Typical office environment.

Minimum Qualifications

• Bachelor’s degree with seven (7) years experience; -OR- Associate’s degree with nine (9) years experience; -OR- eleven (11) years experience. Degree must be in a related field. Experience must be in both private industry, university affairs and/or international work and include three (3) years supervision.