



DIRECTOR, PARTNERSHIP AND PROGRAMS FOR THE KRAUSE CENTER FOR INNOVATION (KCI)

DEPARTMENT: Krause Center for Innovation

COLLEGE: Foothill College

SALARY GRADE: [A2/A3 – H](#)

POSITION PURPOSE:

Reporting to the Director of the Krause Center for Innovation (KCI), the Director of Partnerships and Programs will provide vision, leadership and implementation for the growth of the KCI courses and programs to scale to K-12 districts, county offices of education, other colleges, and universities. The director needs to have deep education experience in K-18 classrooms and administration, and a passion for the KCI mission, including transforming teaching and learning in K-18 classrooms, schools and districts.

NATURE and SCOPE:

The Director of Partnerships and Programs at the Krause Center for Innovation leverages our programs, workshops and coursework to scale K-12 districts, county offices of education, other colleges and universities. The Director of Partnerships and Programs also develops KCI Programs and professional learning opportunities, which currently include LINC coursework, MERIT, FAME, EMPOWERed, Chief Innovation Officer, UniDiversity, Makerspace and Computer Science Crash Course for Educators. The Director of Partnerships and Programs has the key responsibility to identify, recruit, and develop strategic potential partners and programs, expand past and existing partnerships and programs, and support the partners' training and launch of KCI programs and courses in their regions.

KEY DUTIES and RESPONSIBILITIES:

The following duties and responsibilities are typical but not limited to the following:

1. Develop, lead and manage LINC coursework, KCI programs and partnerships to ensure adherence to the college and KCI's vision and mission.
2. Recruit partners and deliver training locally and in partner regions.
3. Develop and cultivate relationships that result in donations, grants, and revenue to support the KCI growth plan as part of Foothill College.
4. Prepare and administer budgets related to the programs and partnerships of the KCI, as well as preparing applications for grants/donations related to this significant outreach program; prepare justifications and recommendations, and assure maintenance of documentation.
5. Provide leadership and training for trainers and staff.
6. Coordinate with other college and District staff and others to ensure proper support KCI initiatives.
7. Lead or participate in various college, district-wide, regional and statewide meetings for directors and managers as needed or required.
8. Performs related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge:

1. District policies and procedures.
2. California Education Code.
3. District safety procedures.
4. Quality principles of trust, teamwork, and collaboration.
5. Principles and practices of higher education organizations and structures.
6. Principles of leadership, management, and supervision.

Skills and Abilities:

1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Ability to provide leadership to a diverse group of faculty and staff.
3. Ability to handle difficult and sensitive issues and problems and resolve conflicts.
4. Ability to develop and manage budgets.
5. Ability to prioritize workload and conflicting demands.
6. Ability to demonstrate organizational, time management, analytical, and problem solving skills.
7. Excellent communication and presentation skills.
8. Ability to operate a computer and use related software.
9. Team player and collaborator with the KCI team.

Education and Experience:

1. Bachelor's degree from an accredited college or university preferably in education, business, public administration or related field.
2. One (1) year of leadership experience.

Preferred Qualifications:

1. Teaching experience at either K-12 or community college.
2. Administrative or business experience.
3. Experience in management, leadership, and supervision.
4. Experience with information and communications technology, including educational technology.
5. Experience with strategic partnership development, involving complex projects.
6. Experience with business development and fundraising.
7. Experience in collaborative working environments and team building.
8. Established statewide connections in the education community.

WORKING CONDITIONS:

Environment:

1. Typical office environment.
2. Subject to travel to represent the KCI with potential partners and to present on behalf of the KCI at Ed. Tech. conferences and events.

Physical Abilities:

1. Hearing and speaking to exchange information in person and on the telephone and make presentations.
2. Dexterity of hands and fingers to operate a computer keyboard.
3. Vision sufficient to read various materials.
4. Sitting for extending periods of time.
5. Bending at the waist.
6. Lifting and carrying objects up to 20 lbs.

Ed Code: H-10
Creditable Service: STRS