



**Title:** Director of Corporate Relations

**Reports to:** Chief Development Officer

**EMBARC BACKGROUND:**

Embarc's mission is to cultivate postsecondary success by inspiring students to build their social capital, stretch the boundaries of their neighborhood, alter their worldview, and seize opportunities in school and life. Embarc is regarded as one of the most exciting nonprofits in Chicago that specializes in combining a robust curriculum with immersive, hands-on learning experiences that connect students to multiple sectors of the Chicago community to drive academic skills and close the opportunity gap.

Since its inception in 2010, Embarc has served nearly 8,000 students who have achieved an average 95% graduation rate and 90% overall postsecondary success. Embarc has grown from serving 25 students in 2010 to nearly 4,000 students in the 2021-2022 school year in 20 high schools across Chicago Public Schools (CPS).

**POSITION OVERVIEW:**

The Director of Corporate Relations will join a five-person Development team, and be responsible for developing strategic business relationships with the private sector to secure funding for Embarc's mission and organizational priorities at the \$10K - \$1M+ level. Responsible for building a strong portfolio of accounts to support Embarc's overall annual revenue growth targets to \$10M.

**KEY RESPONSIBILITIES:**

- Acts as a senior level contact to represent Embarc with local, national, and global companies to identify and present corporate giving that aligns with Embarc's mission goals.
- Research, identify, and engage new corporate funders to meet or exceed organizational goals.
- Lead solution development efforts that best address corporate account needs while advancing Embarc's mission priorities and capabilities.
- Build a portfolio of accounts for mission aligned programs, ventures and sponsorship.
- Writes and/or manages the writing of proposals for the prospects in their portfolio
- Leads requests for support, prepare required reports, and develop and implement ways to promote, cultivate, and steward corporate activities
- Establish metrics and goals for tracking goals, gifts, and relationships
- Identify, plan, and manage school engagement experiences with external partners such as student experiences, internships, and site visits.
- Work with the Chief Development Officer to define strategy, goals, and objectives for corporate fundraising programs
- Define packaged and custom sponsorship levels for corporate partners
- Serve as the sponsorship lead for at least two annual fundraising events

- Advance Embarc's image and model by serving as an active ambassador within the corporate community, including industry associations, business networking groups, and economic development organizations
- Design, operationalize and promote volunteer opportunities to corporate partners
- Create and update annual corporate engagement marketing materials
- Performs other related work as needed

**SKILLS, EXPERIENCES, AND COMPETENCIES:**

- 5+ years of successful nonprofit fundraising, CSR, or sales experience
- Experience in negotiation and solution oriented problem-solving
- Experience developing and delivering presentations
- Ability to prepare compelling written and oral communications
- Ability to consult and interact with highest levels of corporate leadership
- Forward thinker with a track record of utilizing new methods of constituent engagement and connectivity.
- Handle challenges and change with composure
- Effective storyteller with the ability to articulate what is inspiring and impactful about Embarc
- Comfortable managing multiple, competing priorities

**TO APPLY**

Interested candidates must submit a cover letter and resume AS A SINGLE \*.PDF to [struax@embarcchicago.org](mailto:struax@embarcchicago.org) to be considered. Only candidates being moved forward for consideration should expect a personal reply from Embarc.

*Embarc is an equal opportunity employer. Embarc evaluates applicants for employment on the basis of qualifications, merit, and work-related criteria without regard to race, color, religion, sex, national or ethnic origin, age, sexual orientation, mental or physical disability, pregnancy, childbirth, medical condition, marital or familial status, family responsibilities, veteran status, personal appearance, political affiliation, matriculation, or any other characteristic protected by law. All applicants will receive consideration for employment regardless of such status.*

*Please note all offers of employment are subject to and contingent upon the successful completion of a background check.*

**Embarc Vaccination Policy**

Embarc requires all employees be fully vaccinated for Covid-19 by the official start date of employment.