

## Action for Children



### Program Manager- Business Partnerships

#### Who We Are

Action for Children is the local child care resource and referral agency in Central Ohio. Our mission is to transform the lives of children by supporting, empowering, and advocating for the adults who make the biggest impact on children's lives—their parents, caregivers, and teachers.

#### What You'll Do

The Program Manager will oversee the implementation and management of the Ohio Child Care Business Partnership in Franklin and Licking Counties. This role is responsible for establishing and maintaining partnerships between child care programs and businesses, enhancing support for child care programs and businesses, addressing workforce challenges, measuring and evaluating program impact, and promoting program sustainability and expansion.

#### Key Responsibilities:

- **Partnership Management:** Identify and engage childcare programs and Franklin and Licking County businesses by facilitating initial meetings to assess interest and compatibility. Develop a systematic approach for matching child care programs with businesses based on shared goals and needs.
- **Support Enhancement:** Collaborate with identified partners to design strategies and implement targeted initiatives to enhance child care programs and workforce participation.
- **Address workforce challenges:** Explore, develop, and implement a plan to increase wages for child care staff and offset child care costs for employees of business partnerships
- **Evaluation and Reporting:** Establish key performance indicators (KPIs) to assess the success and impact of partnerships. Implement a monitoring and evaluating framework to track progress against objectives. Gather and analyze feedback from child care providers, businesses, and families to inform ongoing adjustments. Compile and share comprehensive reports to highlight successful models, challenges to overcome, and lessons learned.
- **Sustainability and Expansion:** Develop a sustainability plan to ensure continued success and engage potential funding partners to secure resources for further growth.

## Action for Children



### Successful candidates will have

- Bachelor's degree in Business Administration, Public Relations, Public Administration, Communication, Sales and Marketing, Non-Profit Management, Policy, or a related field
- Respect and care for early childhood educators, child care programs, and the children and families they serve
- Minimum of 3 years of experience in program management, and/or managing contracts and/or government (federal, state, local) grants, business development, or government relations
- Excellent organizational, communication, and leadership skills
- Demonstrated ability to manage large-scale projects and work collaboratively with diverse stakeholders
- Comfort with and skill making connections, following a consultative selling approach and representing Action for Children professionally
- Demonstrated proficiency with technology including MS Office, PowerPoint, copiers, etc.; familiarity with data management software a plus
- Respect and care for people of all cultural, racial, gender, religious, linguistic, and socio-economic backgrounds

### Desired but not Required

- Master's Degree in Business Administration, Public Relations, Public Administration, Communication, Sales and Marketing, Non-Profit Management, Policy, or a related field
- Knowledge of and/or experience with early childhood education and child care systems
- Knowledge of and/or experience in workforce development
- Knowledge of/experience with Step Up to Quality
- Familiarity with community resources and supports for families and childcare providers
- Ability to speak of Spanish, Somali, Arabic, Nepali or other language in addition to English; signing bonus available for fluent speakers

### Why You'll Love To Work at Action for Children

- We offer Medical, Dental, and Vision coverage after 30 days of employment
- We promote a balanced work-life company culture. We offer a generous PTO plan including vacation, sick, and personal time. This includes 9 paid holidays and 4 floating holidays.
- We embrace parenthood with 12 weeks of paid parental leave
- We help you plan for your future by offering a 403(B) with an employer match

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### How To Apply

Interested individuals should apply online at:

[Recruitment \(adp.com\)](https://adp.com)

While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted. Please note, the selected candidate will be required to submit to our background and reference checking process.

Action for Children is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

\*\*Action for Children has adopted a mandatory COVID-19 vaccination policy for all current and future employees focused on safeguarding the health and safety of our employees and their families; our customers and visitors; and our community. Action for Children is an equal opportunity employer and does allow for accommodations based on medical exemptions and/or sincerely held religious beliefs. \*\*