



Director of Training & Consulting

Job Description

As the **Director of Training & Consulting**, you are responsible for the strategic development and oversight of high-impact training initiatives and programs, managing collaborative partnerships and providing organizational consulting that drives cultures of engagement, inclusion, wellbeing, and performance. The Director of Training & Consulting will proactively identify, explore, and execute other strategic growth opportunities that enable LRI to rapidly expand its network and portfolio of programs that generate increased support of LRI's mission. Under the supervision of the Executive Director, the Director of Training & Consulting will provide leadership that drives new initiatives and partnerships that create sustainable revenue growth for LRI and results in positive impacts for Rhode Island and beyond.

A week in the life of the Director of Training & Consulting could include:

Business Development & Client Management

- Stewarding authentic and meaningful relationships with private, public, and non-profit organizations by demonstrating understanding, building trust and adding value
- Developing strategic partnerships to generate innovative new services and programs, reach new audiences, and expand our network
- Nurturing relationships with new and existing clients, writing proposals, and invoicing
- Diagnosing clients' needs and proposing thoughtful solutions in a scope of work that improves effectiveness and supports integration and application
- Creatively designing interactive, engaging, and strengths-based training curricula with experienced coaches who facilitate learning opportunities that align with client objectives
- Ensuring timely delivery of training and consulting services as agreed upon with clients
- Evaluating in-person and virtual trainings to ensure a rich learning experience that best suits the client's needs
- Developing publications, delivering presentations and leading engagements to share findings and drive thought leadership

Training & Consulting Management

- Leading and providing strategic direction for training and consulting services from ideation to activation, built upon culturally responsive approaches and best practices
- Managing the training and consulting budget, in coordination with the Executive Director
- Managing data reporting and analysis to measure performance and identify opportunities

- Ideating new offerings through strategies that grow revenue and impact goals
- Discovering and growing innovative curriculum resources, tools, activities and media
- Contributing content for various communications and marketing collateral to raise awareness of offerings, efforts and impact
- Creating linkages within Rhode Island's cross-sector strengths community at large

Team Leadership and Participation

- Developing and nurturing the talents and skills of a diverse and dynamic coaching cadre responsible for delivering LRI's training and consulting services
- Leading a train-the-trainer course for incoming coaches and organizational champions
- Coaching and providing feedback to the Training Administrator to meet revenue and impact goals
- Contributing to a diverse, equitable and inclusive workplace and collaborative learning environment
- Supporting the broader organizational team with other duties as assigned

This job could be for you if:

- You have an **entrepreneurial spirit** – you enjoy accelerating ideas and scaling up programs, initiatives, or services
- You are **mission-focused** – you are execution-oriented and have a track record of surpassing goals towards the mission and vision
- You are a **strategic thinker and doer** – you see how all the pieces of development fit together and are able to assess opportunities, determine strategies to move forward, construct and implement plans and evaluate the process and results
- You **communicate effectively** – you positively influence and inspire, tailoring your message to diverse audiences across various channels, to engage stakeholders and inspire them to action
- You are a **skilled facilitator** – you are an active listener and remain patient and calm under pressure
- You are **human-centered** – you anticipate, understand and respond to the needs of clients and partners to meet (and exceed) their expectations
- You are **collaborative** – you believe in increasing alignment across organizations and sectors to achieve transformational change and want to continue learning in partnership with others
- You **foster teamwork** – you enjoy working collaboratively with staff, consultants and volunteers to set goals and find creative/innovative solutions that strive towards excellence
- You are **organized** – you juggle strategic and tactical initiatives by setting priorities, managing your time to meet deadlines and monitoring progress to make sure nothing falls through the cracks on your watch
- You are **self-directed** – you take initiative and positively influence others to achieve results in the best interest of the organization
- You **stay ahead** – you assess trends that can accelerate impact in our focus areas of employee engagement, workforce development, inclusion & belonging and well-being
- You are **technologically savvy** – you easily learn new systems and have an eye for continually improving the customer journey

- You have a **passionate commitment** to Rhode Island
- You **behave ethically** and **align with the values** of the organization
- You are **flexible** and able to attend functions which may take place outside the typical workday
- You have **reliable transportation**

Preferred Qualifications:

- Experience with business development including client prospecting, outreach and proposals
- Experience with change management and/or organizational development
- Experience with talent development and talent management
- Experience with learning and development trainings, programs or initiatives
- Experience leading diversity, equity and inclusion initiatives that nurture belonging
- Experience optimizing and scaling up systems and processes
- Experience leading staff and/or interns and volunteers
- Personal history/connection with Leadership Rhode Island
- Experience using Salesforce, Nintex, DocuSign, Form Assembly, Classy, Wordpress and/or Survey Monkey

Compensation & Benefits:

- **Start Date:** By October 17, 2022
- **Type:** Exempt (salary)
- **Location:** Providence, RI (flexible hybrid)
- **Starting Salary Range:** \$55,000 to \$65,000 depending on experience
- **Starting Benefits:** Individual benefits (Health, Dental, Vision), Simple IRA (up to 3% organizational match), 11 paid holidays, paid time off (2 weeks vacation, 5 sick days, 1 personal day), access to on-site fitness center and walking/biking path

Why join us?

Leadership Rhode Island's mission is to engage and connect people through shared experiences that positively transform individuals, organizations and communities. We envision a Rhode Island that is flourishing — economically, civically, culturally — built on a foundation of ever-improving human capital whose strengths and potential we spend each day revealing and igniting. And, we see the lessons of this lively leadership experiment being shared and amplified around the country and the world to nurture the kind of fully-engaged societies that create lasting, positive change.

Our momentum is the strongest it's ever been. Since 1981, LRI has inspired emerging and established leaders to create change in their communities and measured results through cohort-based programming and individual enrichment programs/events. Today, the LRI alumni community includes over 2,700 intergenerational, cross-sector leaders from diverse backgrounds, positions and interests who connect for social interaction, dialogue and creative problem-solving. In the past ten years, LRI has evolved and grown by collaborating with and mobilizing local citizenry in new transformational ways. In 2022, we are celebrating four decades of leadership, expanding efforts related to diversity, equity, inclusion and

belonging, and implementing our five-year strategic plan to expand the scale and scope of our work over the coming years.

Our staff is passionate about Rhode Island and appreciates nurturing transformational relationships for the betterment of our state. We live a strengths-based culture, one that energetically embraces and leverages our individual and collective strengths to achieve our vision. We're known for our quality, agility, thoughtfulness, and mission adherence. We change lives. If you are ambitious about goals, but like to have fun collaborating as a strengths-based team to reach them, you'll be in good company. We're small enough for your ideas to make a big impact, and large enough to offer you opportunities to grow professionally at any stage of your career. We're passionate about creating the best place to work.

Want to apply but not sure if you'd be the right fit?

If we sound like the right place for you, we want to hear from you. There is no 'perfect' candidate. Everyone brings something different to the team, and our diversity of backgrounds, experiences, perspectives, abilities and identities makes LRI an amazing place to work. LRI is an equal opportunity employer and is committed to diversity, equity, inclusion and belonging. We welcome a diverse pool of candidates, including but not limited to women, people of color and veterans.

To apply, email office@leadershipri.org with the subject Director of Training & Consulting and attach a cover letter and resume.