→ **Position Title:** Partnerships Associate
→ **Position Status:** Full-Time

→ **Location:** NYC
→ **Start:** July 2019

Who We Want

We are looking for a motivated, hands-on Partnerships Associate to join our team. The ideal candidate wants to contribute to the success of a nonprofit committed to education and tech equity. We are looking for someone who is driven, highly-personable, with a customer-first mentality to be the primary point of contact for new corporate partners. The Partnerships Associate will enjoy building relationships and bringing new partners into the Code Nation community.

Responsibilities

→ Generate excitement and positive impression of Code Nation by attending meetups, conferences, and events.
→ Collaborate with the development team in maintaining a strong sales pipeline to ensure sufficient opportunities exist to meet funding and partnerships goals.
→ Pursue new leads, including prospect research, timely and persistent follow up over email, in-person meetings, and phone calls.
→ Cultivate deep relationships with current corporate partners. Become the expert on what motivates them, what constraints they might face, how their organizations are structured, and what is on the horizon.
→ Work closely with the programs team to ensure a high-quality experience for students and partners.
→ Collaborate with broader team on development initiatives.
→ Track metrics and keep up-to-date and detailed records of outreach activity through a CRM solution.

Qualifications

→ A people person! You love of networking and building relationships. You enjoy making someone's day - whether it's exceeding expectations for a commitment or something small like sending an article that made you think of them. You are a great listener and ask great questions because you care what people think!
→ Comfortable with public speaking and giving presentations.
→ Excellent written and verbal communication skills.
→ Enjoy problem solving and are able to quickly come up with creative solutions.
→ Knowledge or experience with the tech sector is a plus.
→ Proficiency in Google Suite.
→ Experience with Salesforce or other CRM.
→ Willingness to work extended hours or weekends.
→ Commitment to educational equity and diversity in tech.

Compensation

Salary commensurate with experience. Includes a competitive benefits package.

How to Apply

Please send your resume and cover letter to **apply@codenation.org** with the subject line, "Partnerships Associate - NYC". All qualified applicants will be considered, but only those selected for an interview will be contacted.

Code Nation strives to build a staff and board that reflect the cultural diversity of the communities and neighborhoods we serve. Code Nation is an Equal Opportunity Employer and does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin.

About Code Nation

Code Nation (**codenation.org**) equips students in under-resourced high schools with the skills, experiences, and connections that together create access to careers in technology. With a volunteer teaching corps that includes hundreds of professional web and software developers, Code Nation mobilizes the tech community to provide tuition-free coding courses and work-based learning programs that promote career readiness.

Founded in 2012 (and formerly called ScriptEd), Code Nation currently reaches approximately 1,500 students per year in 46 high schools in New York City and the San Francisco Bay Area.