



Position Announcement: Managing Director of the Chicagoland Manufacturing Renaissance Council

Organization and Program Overview: The Chicagoland Manufacturing Renaissance Council (CMRC) is a program of Manufacturing Renaissance (MR). MR is a Chicago based nonprofit nonpartisan organization, founded in 1982. Manufacturing Renaissance focuses its work to build thriving, sustainable communities by connecting them to manufacturing through education, training and local ownership. The Chicagoland Manufacturing Renaissance Council was formed in 2005 under a shared vision for sustainable and restorative development oriented towards advanced manufacturing. It is a private-public partnership of top leaders from manufacturing, labor, education, community-based organizations and local government. In addition to the CMRC, MR's signature programs are Manufacturing Connect and the Ownership Conversion Project.

Position Description: The Managing Director provides overall leadership to the CMRC in continuing to advance its mission, by guiding the efforts towards reaching its short-term objectives and long-term goals. She/he ensures that the CMRC becomes a leading regional organization in promoting, supporting, and advocating *"for programs and policies that strengthen our regional manufacturing sector while increasing social inclusion and the strength of communities"* (CMRC Mission, Vision, Values statement).

The Managing Director provides direction to the work of the CMRC committees in full and active consultation with the CMRC Executive Committee. The Managing Director reports directly to Manufacturing Renaissance's Executive Director.

Essential Duties and Responsibilities:

1. Gather and communicate data and news related to the manufacturing industry and its relationship to the broader society;
2. Manage and meet financial objectives of the CMRC through securing contracts, donations and grants;
3. Maintain communication with CMRC members and the CMRC Executive Committee on a regular basis;
4. Implement the annual Operations Plan developed by the Executive Committee; and manage and track the workflow of the individual committees as well;



5. Establish a communications and marketing strategy in collaboration with the Communications and Organizing Director, by increasing brand image and appearance on all type of media;
6. Sustain existing partnerships and explore new opportunities to expand the operations and membership base of CMRC; and
7. Ensure that all meetings are well prepared and recorded, and provide effective supervision for administrative and support staff.

Qualifications:

- Minimum of Bachelor’s degree and Master’s degree preferred
- Direct experience in manufacturing, education, and/or workforce development
- Minimum of 10 years of community relations, external affairs, policy, and public relations experience
- Minimum of 3 years in a leadership/senior/executive role
- Excellent communications skills – written and verbal
- Able to demonstrate high-level of initiative and professionalism
- Familiarity with Microsoft Office, Google Office, Constant Contact and preferably Salesforce
- Ability to work effectively with diverse stakeholders in a dynamic environment
- Ability to adapt quickly to challenges and manage several projects at once

Compensation: This is a full time non-exempt position, requiring some flexibility of schedule to work as needed in the evenings and on weekends. Salary is commensurate with experience. Full benefits package is provided after 1 month of full employment, and 401k plan after 6months.

Application: If interested, please forward a cover letter, three writing samples, and a resume to Georgia Lasio, glasio@mfgren.org No calls please.