Director of Partnerships

Our Vision
We envision a thriving, collaborative, and inclusive community that is powered by a STEM-capable ecosystem.

Our Mission
Cultivate impactful partnerships and learning pathways that inspire and prepare all youth for a STEM-enabled future.

Salary Grade(s): 8-9
Salary Range: $70,000 – $90,000
Location: Tulsa, OK; Hybrid
Full or Part Time: Full-Time
FLSA Status: Exempt
Supervisory: Yes
Reports to: Executive Director
Date Opened: November 20, 2026

Position Description

Under the direction of the Executive Director, the Director of Partnerships is responsible for building and leading the relationships, district strategies, and shared systems through which Tulsa Regional STEM Alliance (TRSA) expands access to high-quality STEM learning across Oklahoma. This individual is a key member of the leadership team, leads the Partnerships division, and turns organizational strategy into coordinated action with schools and communities.

Tulsa Regional STEM Alliance is a nonprofit STEM Learning Ecosystem based in Tulsa and working across Oklahoma. TRSA connects schools, out-of-school programs, higher education, employers, and families to expand access to STEM opportunities and prepare all youth for a STEM-enabled future. The Director of Partnerships strengthens these connections, including with tribal nations and community organizations, so young people can move through connected learning experiences toward education and career opportunities.

The Director of Partnerships will oversee district strategic planning and implementation support; MOMENTUM digital badging, educator credentials, issuer development, and learning pathways; ecosystem cultivation and convenings; and volunteer management and recognition, including the Excellence in STEM Awards and STEMtember. The Director also shares leadership of Ecosystem Stewardship with the Director of Impact, including STEM in a Bag, family and community outreach, and the Funding Center.

An immediate priority is leading the district strategy and partnership commitments supported by the Walton Personal Philanthropy Group (WPPG) grant, including comprehensive district planning, focused Micro-Strategies, educator leadership, and sustainable investment. Beyond the grant, this individual is responsible for the strength, reach, and sustainability of TRSA's partnerships.

This individual will lead a team of two strategy staff and the Manager of Partnerships and Volunteers, and collaborate with TRSA's leadership team to advance the organization's mission and strategy.

Position Responsibilities

Examples of responsibilities include but are not limited to:

- **Lead District Strategic Planning and Implementation**
  - Recruit and cultivate district partnerships, assess readiness, and facilitate planning with district leaders, educators, students, families, and community partners. Establish shared goals, clear commitments, and practical expectations for participation.
  - Lead development of comprehensive district STEM strategic plans that connect instructional priorities, educator capacity, community learning opportunities, student pathways, and sustainable resources. Translate plans into actions, owners, timelines, budgets, and measures of progress.
  - Supervise strategy staff in coaching district leadership teams, facilitating planning and implementation, and developing focused Micro-Strategies that build experience, demonstrate value, and prepare districts for sustained partnership.
  - Guide phased expansion consistent with grant commitments and organizational capacity. The current WPPG model begins with two districts in Year 1, adds seven in Year 2, and brings ten more into the improvement community by Year 3.
  - Convene a district improvement community where participants share practice, review evidence, solve implementation problems, and strengthen local ownership of the work.

- **Lead MOMENTUM and Connected Learning Pathways**
  - Set strategy and oversee implementation of MOMENTUM across districts, educators, credential issuers, youth, and learning pathways, with consistent onboarding, coaching, quality expectations, and ongoing partner support.
  - Develop partnerships that connect school and community learning to rigorous STEM coursework, postsecondary opportunities, recognized credentials, and workforce needs. Work with the Research division and workforce partners to use community and labor market evidence in pathway design.
  - Lead partnership and implementation support for educator Levels of Distinction, including Gold and Platinum educator leadership tied to district priorities, in coordination with the Impact division on professional learning and instructional quality.
  - Oversee partner-facing use of credentialing systems, and coordinate with Research and Operations on reliable records, useful reporting, and integration of participation and credential data.
  - Work with districts and issuers to make pathways understandable and accessible to students and families, with particular attention to rural and under-resourced communities.

- **Cultivate the Ecosystem and Mobilize Volunteers**

- Develop and steward relationships across education, industry, higher education, tribal nations, nonprofits, and communities, turning shared priorities into meaningful commitments, coordinated opportunities, and sustained collaboration.
- Oversee the Manager of Partnerships and Volunteers in partner engagement and in volunteer recruitment, placement, training, retention, and recognition. Align volunteer skills and availability with needs defined by program teams.
- Lead partnership strategy and coordinated delivery of ecosystem convenings, the Excellence in STEM Awards, and STEMtember with Impact, Communications, Development, and Operations.
- Share accountability with the Director of Impact for Ecosystem Stewardship, with clear workplans and ownership for STEM in a Bag, family and community outreach, and the Funding Center.
- Maintain partner records, communication routines, and feedback processes so relationships are supported across TRSA and commitments are followed through.

- **Advance Sustainable District and Community Investment**
  - Help districts connect their plans to feasible public and private investment, including LaunchOK, Education Improvement Granting Organization opportunities, and educator leadership funding strategies.
  - Assess district readiness against agreed criteria, and help partners develop the leadership, plans, implementation capacity, and local commitments needed to sustain the work.
  - Partner with Development and funding partners to translate district priorities into investment opportunities, proposals, and the case for support. Provide district and partnership expertise while Development leads donor cultivation and fundraising.
  - Develop and test sustainable service and membership models that support district coaching, credentialing, and ecosystem services beyond the initial grant period.

- **Lead and Develop the Partnerships Team**
  - Recruit, supervise, coach, and evaluate two strategy staff and the Manager of Partnerships and Volunteers.
  - Set clear responsibilities, annual performance goals, decision-making expectations, and professional growth plans.
  - Translate TRSA's strategic plan and grant commitments into annual division priorities, workplans, budgets, and manageable staff assignments. Delegate effectively and adjust scope when readiness, funding, or capacity changes.
  - Track milestones, partner commitments, spending, and implementation risks, and provide timely, accurate information for grant reports and leadership decisions.
  - Build a team culture of accountability, collaboration, sound judgment, and continuous improvement. Work with Operations to apply youth safety, volunteer screening, privacy, and organizational policies.

- **Contribute to Organizational Leadership and Research Collaboration**
  - Serve on TRSA's leadership team and contribute to organizational strategy, annual planning, budgeting, and shared priorities.
  - Partner with the Director of Research to engage districts in the research-practice partnership, support feasible data collection, and use findings to improve implementation. Research leads study design, research governance, analysis, and research data agreements.
  - Work with Research, Impact, and district partners to monitor shared outcomes, including educator capacity, access to advanced STEM coursework, student engagement and identity, and progress through credential pathways.
  - Coordinate with Impact so TRSA programs and professional learning support district plans and MOMENTUM pathways, and with Communications so opportunities, expectations, and results are clear to partners and the public.
  - Represent TRSA with district leaders, school boards, employers, community groups, funders, and professional audiences.

- **Other duties as assigned**
  - Support special projects and initiatives of TRSA and its partners as needed.
  - Support work led by other TRSA team members.

Required Qualifications

Education & Experience

- Bachelor's degree or equivalent combination of education and relevant professional experience.
- 7+ years of progressively responsible experience in education, district improvement, community partnerships, workforce pathways, or nonprofit leadership, including leading complex initiatives involving multiple organizations.
- 3+ years supervising staff or leading teams.
- Experience facilitating strategic planning and guiding implementation with school districts or comparable education and community systems.
- Understanding of how classroom instruction, educator development, out-of-school learning, and education and career pathways connect.

Partnership & Communication

- Ability to build trusted relationships with district leaders, educators, employers, community organizations, and people with different backgrounds and perspectives.
- Strong facilitation, consensus-building, and conflict-resolution skills.
- Strong written communication and presentation skills.
- Ability to use evidence and partner feedback to guide decisions.

Leadership & Management

- Demonstrated ability to coach professionals, delegate meaningful work, and manage performance.
- Ability to manage concurrent projects, budgets, timelines, and external commitments.
- Proficiency with Microsoft 365 and comfort using project management, relationship management, and data tools; ability to learn platforms such as Airtable and digital credentialing systems.
- Ability to work independently and collaboratively.
- Demonstrated commitment to equitable access, inclusion, and creating spaces of belonging for youth, educators, partners, and staff.
- Ability to maintain confidentiality and exercise sound judgment with sensitive organizational and partner information.

Other Requirements

- Regular in-state travel to partner districts and communities, with occasional overnight travel.
- Valid driver's license and reliable transportation for travel needs
- Ability to occasionally work outside regular business hours for district meetings, convenings, and events

Preferred Qualifications

- Master's degree in education, organizational leadership, public administration, or a related field.
- Experience as a district or school leader, instructional leader, or consultant supporting district strategy and organizational change.
- Knowledge of Oklahoma education systems and communities, including rural districts and tribal partnerships.
- Experience with STEM education, digital credentials, educator leadership models, career pathways, or collective impact initiatives.
- Experience managing grant-funded implementation, facilitating improvement communities, or developing sustainable partnership and service models.
- Experience overseeing volunteer engagement, community convenings, or employer and higher education partnerships.

Compensation

- The annual salary range is set at Grade 8 - Director ($70,000 – $90,000), based on experience, with flexibility beyond the ceiling as a result of cost of living increases and raises.
- The benefits package includes health, dental, vision, and life insurance, 50% 401(k) matching up to 3% contributed by TRSA, 160 hours of annual Paid Time Off, and 14 paid holidays.

Equal Employment Opportunity

In any of its activities or operations, TRSA shall not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation, military status, genetic information, or any other basis made unlawful by applicable federal, state, or local laws or regulations. This policy governs all aspects of employment, including hiring, job assignment, compensation, discipline, termination, and access to benefits and training.

Close Date: December 18, 2026

Interviews will be scheduled on a rolling basis before the close date for qualified applicants.