



Network of Jewish Human Service Agencies

Employer Relations Manager

Job Posting

The Network of Jewish Human Service Agencies is seeking a full-time Employer Relations Manager. As a part of the Workforce Development Team, this position is responsible for supporting and growing The Network's workforce and business development portfolio by establishing and maintaining key relationships with employers across North America. This position will work closely with Project EM (www.ProjectEMWorks.org) and assist with developing and launching our pilot outplacement services program. The Network is looking for a detail-oriented professional who is collaborative, organized, possesses strong communication skills, and is sales oriented.

This position is fully remote, working eastern standard time and may require some travel.

The Network is an international member association of more than 170 non-profit Jewish human service agencies across North America. Its member agencies provide a full range of human services for all people, regardless of their religious affiliation, in need of support including healthcare, career, mental health services, as well as programs for youth, families and seniors, Holocaust survivors, immigrants and refugees, persons with disabilities and caregivers.

The Network serves as the leading voice for the Jewish human service sector. As the go-to resource for advocacy, best practices, innovation and research, partnership and collaboration, The Network strengthens agencies so they can better serve their communities.

Read more about our mission, vision, core values and workforce programs at <http://www.networkjhsa.org/>

Responsibilities

- Proactively build, manage, and maintain new and existing relationships with employers.
- Assist employers with developing effective recruiting and outreach strategies that connect them with Network member agencies and Project EM job seekers.

- Connect employers with member agencies to support hiring partnerships at the local level.
- Work with member agencies to facilitate turning local employer relationships into national relationships that can support job seekers across Project EM.
- Develop relationships into nationwide/international opportunities by identifying scalable hiring pipelines, promoting multi-site partnerships, and expanding employer engagement across The Network.
- Coordinate employer participation in job fairs, hiring events, and virtual recruitment sessions.
- Identify and convene companies experiencing layoffs or restructuring who may be interested in outplacement services.
- Conduct outreach and presentations to HR leaders and decision-makers, informing them on The Network, our programs, and opportunities to collaborate.
- Collaborate with internal and external teams to ensure smooth delivery of services.
- Track employer engagement metrics and maintain accurate records in CRM systems. Provide regular reports on employer activity.
- Work closely with Director of Workforce Programs to align employer needs with Network workforce programs.
- Contribute to the development of employer outreach strategies.
- Liaise between employers and agencies to facilitate placements, establish programs, etc.
- Periodic travel for conferences and other meetings.
- Other duties as assigned.

Qualifications and Experience

- Experience in employer relations, business development, sales, recruiting, and/or outplacement.
- Experience with CRM tools and data tracking.
- Knowledge of best practices and emerging trends in workforce development.
- Excellent communication and interpersonal skills, with the ability to effectively engage and persuade stakeholders at all levels.
- Strong organizational skills and attention to detail.
- Proficiency in Microsoft Office Suite and other relevant software.
- Ability to work independently and as part of a team in a fast-paced environment.

Skills and Competencies

- Ability to adapt to changing priorities, think through challenges, solve problems and maintain a positive attitude.
- An active listener who is able to work with develop trusting relationships with business leaders, employers, member agencies, and job seekers.
- A commitment to the non-profit workforce sector with a willingness to invest in product/program knowledge and effectively discuss the value and business opportunities with diverse stakeholders.

Education

- 3-5 years of relevant experience, bachelor's degree preferred but not required.

Note: This role is supported by grant funding; continuation of the position is contingent upon renewal or extension of that funding.

Compensation:

The salary range for this position is \$55,000-\$65,000.

As part of our comprehensive benefits package, we offer health, dental, and vision insurance plans, generous paid time off, a 403 (b) retirement plan with company matching, professional development opportunities, and a supportive work-life balance focused on employee wellbeing.

To Apply:

If you are interested, please send a thoughtful cover letter, and resume to HR@networkjhsa.org.

This role is supported by grant funding; continuation of the position is contingent upon renewal or extension of that funding. The Network is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on the basis of race, religion, color, sex, sexual orientation, gender identity or expression, national origin, age, marital status, citizenship, veteran's status, physical or mental disability that does not prohibit the performance of the essential job functions (with or without a reasonable accommodation) or any other basis protected by federal, or applicable, state or local law.