

## **Job Posting: Manager of Strategic Initiatives**

### **Ten16 Recovery Network**

Are you ready to drive meaningful change in the community and expand the impact of recovery services? Ten16 Recovery Network is looking for a dynamic and innovative **Manager of Strategic Initiatives** to lead transformative projects, starting with the launch of the Recovery Friendly Workplace (RFW) initiative. This position offers a unique opportunity to shape the future of recovery-focused programs and partnerships, fostering lasting change across the region and making a significant difference in the lives of those affected by substance use disorders. Join us in creating a brighter, healthier future for our community.

#### **Key Responsibilities:**

##### **1. Strategic Program Development:**

- Develop and implement new programs based on community needs, funding opportunities, and trends in the recovery field.
- Lead cross-functional teams in planning, executing, and monitoring strategic initiatives, ensuring timely and within-budget delivery.

##### **2. Transformative Leadership:**

- Proactively lead high-priority initiatives from concept to implementation.
- Collaborate with the Leadership Team to allocate resources, establish tracking mechanisms, and resolve potential misalignments.
- Set and track success metrics for strategic initiatives.

##### **3. Program Integration and Innovation:**

- Establish processes for integrating new programs with minimal disruption to core services.
- Collaborate with agency leaders to address organizational challenges and support staff in adapting to changes.

##### **4. Funding and Partnerships:**

- Lead the exploration and development of diverse funding strategies through grant proposals, donor programs, and corporate support.
- Cultivate partnerships with government agencies, healthcare providers, nonprofits, and key stakeholders to expand Ten16's impact.

##### **5. Public Policy and Reputation Building:**

- Ensure positive engagement with regional, state, and local officials, enhancing Ten16's reputation and influence on public policy.

### **Initial Project: Recovery Friendly Workplace (RFW) Initiative**

As the first major initiative, the Manager of Strategic Initiatives will lead the launch of the RFW program, which supports businesses in becoming recovery-friendly employers.

### **Key Responsibilities:**

- Recruit employers to participate in the RFW initiative through outreach efforts.
- Provide guidance to employers throughout the designation and renewal process.
- Identify technical assistance needs and develop training and best practice resources.
- Offer consultation to employers to ensure quality assurance and program fidelity.
- Collect data and participate in evaluations to assess program effectiveness.
- Build and maintain partnerships with RFW advisors and local recovery support providers.
- Contribute to reports, marketing materials, and communications targeting various audiences.

### **Qualifications:**

- An advanced degree in public administration, healthcare administration, social work, communications, or a related field is preferred. Bachelor's degree with relevant experience considered.
- 5-7 years of progressive leadership experience in project management, grant management, or program development.
- Proven ability to lead complex initiatives, transitioning from strategic vision to tactical operations.
- Strong written and verbal communication skills to effectively articulate Ten16's mission and impact.
- Knowledge of recovery and wellness-based services, with a commitment to Ten16's abstinence-oriented model; familiarity with the 12-Step process is a plus.
- Exceptional organizational and project management skills, with the ability to balance multiple priorities and adapt to change.

### **Why Join Us?**

At Ten16 Recovery Network, you'll be part of a dedicated team making a real difference in the lives of individuals affected by substance use disorders. This role not only offers an

exciting opportunity to drive innovation and foster partnerships to expand Ten16's impact but also provides a platform for your professional growth. If you are a forward-thinking leader ready to take on a role with purpose and eager to grow in your career, we want to hear from you!

**To Apply:**

Please submit your resume and cover letter to Candi Johnson, HR Coordinator (cjohnson@1016.org). In your cover letter, please address how your skills and experience align with the responsibilities and qualifications outlined in this job posting.

**Starting Salary:** \$58,700 – 67,000