

IT Industry Manager,  
Industry and Employer Engagement Team  
Mayor's Workforce Development Board  
City of Detroit

**Job Description:**

The Mayor's Workforce Development Board (MWDB) was reconstituted in 2015 by Mayor Michael Duggan to develop a comprehensive and sustainable strategy to help increase employment, income and reduce poverty in the City of Detroit. It established a North Star goal of helping employ 100,000 more Detroiters and a 5-year goal of increasing employed residents by 40,000.

The Mayor's Office of Workforce Development staffs the board and is charged with working closely with the Mayor, Board, the Detroit Employment Solutions Corporation, and a wide range of stakeholders to:

- Prepare and connect Detroiters to career pathways in growing industries
- Work with employers to close skills gap and create employment opportunities for Detroiters
- Create target workforce programs for disadvantaged populations (youth, returning citizens);
- Align the Detroit Workforce system with a "One Detroit" approach
- Increase the scale and scope of Detroit's workforce system;
- Simplify and focus the workforce development experience for all Detroiters
- Drive accountability and transparency in workforce activities

**Position:**

The **IT Industry Manager** is part of the newly created Industry Engagement Team and has the unique opportunity to build and grow an innovative strategy for employer engagement within Detroit's workforce system. This role will work with the MWDB's five industry committees: IT, Healthcare, Construction/Skilled Trades, Manufacturing, Retail, Hospitality and Entertainment. The Director will help high-growth employers identify specific entry-level and mid-level positions that the workforce system can prepare Detroiters to fill help, and will work closely with other DESC senior leaders to build customized training and recruitment strategies for these roles.

The IT Industry Manager, Industry and Employer Engagement Team is responsible for creating and implementing the workforce strategy for the IT industry, including building pathways into employment for Detroit residents. This role will report to the Director of Industry and Employer Engagement as a part of the Mayor's Office of Workforce Development. The IT Manager of the Industry and Employment Engagement Team is one of five industry leads that sits at and works in collaboration with the Detroit Employment Solutions Corporation (DESC) to build and execute their employment engagement strategy.

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**Responsibilities:**

- Works under the direction of the Director of Industry & Employer Engagement
- Staffs the IT Committee of the Mayor's Workforce Development Board
- Assists in developing targeted marketing and outreach strategies
- Collects and analyzes data concerning talent needs of employers from IT industry
- Actively engages existing employer customers and cultivates relationships with employers throughout Metro Detroit
- Works with employers to understand their hiring needs and identifies shared training opportunities within their targeted sector
- Works with DESC and community partners to develop employer-driven, customized, on-the-job, training programs
- Identifies opportunities for cross-industry partnerships, particularly within basic skills training programs
- Manages relationships with partner organizations, including employer associations, training providers and workforce development organizations

**Desired Qualifications:**

- Experience working with C-Suite level and Senior HR leaders
- Experience in and/or knowledge of private sector and business practices in IT industry
- High level of critical and creative thinking with a demonstrated ability to produce results
- Strong leadership and managerial experience
- A demonstrated ability to promote collaboration and build coalitions across a wide range of internal and external stakeholder groups
- Demonstrated experience in crafting and implementing robust and creative strategic plans
- Understanding of budgets and research
- Excellent verbal and written communication skills; skilled in group facilitation and making oral presentations
- Computer skills (Word, Excel, PowerPoint, Internet, etc.) and advanced experience working within a Customer Relationship Management system (Salesforce or Microsoft Dynamics for example)

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. US work authorization is required.

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**Education and Experience:**

- At least 5 years in roles of leadership responsibilities, preferably within the IT industry
- Demonstrated experience working effectively with C-suite leaders and external stakeholders, including civic and/or community leaders.
- Bachelor's Degree
- Master's Degree in Business Administration, Management, Organizational Leadership or a related field preferred, though not required
- Background in or exposure to workforce development through employers, community based organizations, or government highly desirable.

Salary commensurate with experience. Very competitive benefits package including: health, dental, vision and life insurance coverage; 401K-retirement plan and more.

Mayor's Workforce Development Board Staff are housed at the Detroit Employment Solutions Corporation (DESC), an Equal Opportunity employer committed to enhancing equity, inclusion, and diversity within the organization. DESC actively seeks applications from women, persons of color, veterans, individuals with disabilities, and other underrepresented groups.