

Vice President, E3 Strategic Alignment

FLSA Status: Exempt

Pay Grade: 99

Job Title ID: 260510

Job Series/Job Family: E3 Alliance Series (grant funded) / E3 Alliance Family (grant funded)

Reports To

President & E3 Executive Director

Job Purpose

Skills

Must possess required skills and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

Required

- Working in a collaborative manner with diverse constituencies.
- Maintaining confidentiality of work related information and materials.
- Working effectively with a diverse and multi-cultural student body and staff.
- Planning, prioritizing, and problem-solving.

Computer Skills

Required

- Demonstrated proficiency using standard office software applications.

Physical Requirements

Required

- Work is routinely performed in an office environment

Safety

Required

- Provide resources for safe operation of units. Create and support workplace safety.