

Employer Relations and Outreach Lead

Program: Employment Services

Hourly/Salary: \$28.50-29.50 + bonuses

Reports To: Vice President

Effective Day: 3/20/2026

ABOUT STRIVE

Strive Northwest is a nonprofit that has been serving some of Clark County's most vulnerable populations since 1963. Our programs serve children and adults with disabilities, low-income children, adults, families, and the general public.

CORE VALUES

We're all in

We show up, work hard, and take personal responsibility in everything we do. We have the courage to say and do the difficult things. All while staying true to our word and kind to ourselves.

We go beyond

We're passionate about pushing boundaries and respectfully challenging assumptions. We're flexible and willing to take risks. Together we'll do more than anyone though possible.

We build community

We embrace our differences and welcome one and all in a safe, trusting place. We're inclusive in our relationships. We build connections that make our community stronger.

MISSION

We deliver innovative programs that give opportunities for children and adults in our community to become more self-reliant through therapeutic, educational, and employment services.

LEADERSHIP PHILOSOPHY

Leaders at Strive Northwest inspire enthusiasm and accountability that drive our mission. Leaders build engagement and communicate honestly and openly. By rallying everyone around our shared vision, Leaders model and expect the best from individuals and teams.

AAP/EEO STATEMENT

Strive Northwest provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.



Employer Relations and Outreach Lead

SUMMARY

The Employer Relations and Outreach Lead develops and sustains employer partnerships to increase competitive, integrated employment opportunities, including jobs, internships, and work-based learning experiences for program participants. This role serves as the primary liaison to the business community, building strong relationships with local employers and industry partners to align workforce needs with program goals.

The Employer Relations and Outreach Lead works collaboratively with internal teams to ensure successful job matches, ongoing employer engagement, and positive employment outcomes, including job retention and career growth for participants.

SUPERVISORY RESPONSIBILITY

This position does not have direct supervisory responsibilities.

COMPETENCIES

- Relationship Building & Networking
- Business Development & Employer Engagement
- Strategic Thinking & Planning
- Effective Communication & Influence
- Labor Market Awareness & Analysis
- Problem Solving & Adaptability
- Results-Oriented & Data-Driven Decision Making

SUCCESS INDICATORS

- Increased number of active employer partnerships across diverse industries
- Growth in competitive, integrated employment placements, internships, and work-based learning opportunities
- Strong employer satisfaction and repeat engagement with the program
- Identification and development of new partnership opportunities that align with labor market trends

ESSENTIAL FUNCTIONS

Employer Partnership Development

- Develop and maintain relationships with local employers to create hiring opportunities.
- Develop strategic outreach plans to expand employer engagement and job placement pipelines.
- Represent the organization at community events, job fairs, and networking opportunities.
- Promote the benefits of supported employment.

Job Development & Placement

- Work closely with leads to match participants with job opportunities.
- Partner with Employment Leads to match positions with their caseloads, providing employer insight.
- Coordinate the placement process with employers and support early stage retention.

Labor Market & Industry Alignment

- Monitor labor market data and emerging workforce trends.
- Provide insights to program leadership regarding in-demand occupations and credential requirements.
- Recommend training adjustments based on employer feedback and market demand.

Outreach & Community Engagement

- Represent the organization at networking events, job fairs, chambers of commerce meetings, and industry associations.
- Build partnerships with economic development organizations and workforce boards.
- Collaborate with marketing staff to promote employer success stories.

Data Tracking & Reporting

- Maintain accurate records of employer contacts, job orders, placements, and retention outcomes.
- Meet placement and employer engagement performance metrics tied to grants or contracts.
- Provide regular reports to leadership on employer engagement activity and outcomes.



WORK ENVIRONMENT

While performing the duties of this position, the employee will travel locally to meet with employers, attend community events, and build partnerships. Work is performed in a variety of settings, including office, community, and business environments. The employee may be exposed to changing weather conditions during travel.

POSITION TYPE & EXPECTED HOURS

Non-exempt. Full Time – .75FTE

TRAVEL

Weekly use of personal vehicle for services delivered throughout Clark County, Washington

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk or hear. The employee is regularly required to stand, walk, sit; use hands to finger, handle or feel objects, tools, or controls; and reach with hands and arms. The employee frequently lifts and moves up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

OTHER DUTIES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for their job. Duties, responsibilities, and activities may change at any time with or without notice.

REQUIRED EDUCATION, CERTIFICATION(S), & EXPERIENCE

Required:

- Bachelor's degree in Business, Marketing, Communications, Workforce Development, or related field (or equivalent experience) and/or
- 5+ years of experience in business development, sales, workforce development, recruiting, or employer engagement.
- Demonstrated ability to build and maintain professional relationships.
- Strong communication, presentation, and negotiation skills.
- Self-motivated with the ability to work independently and meet performance goals.
- Experience in nonprofit employment services or workforce development programs.
- Knowledge of local labor market trends.
- Familiarity with grant-funded performance metrics.
- Existing network within the local business community.
- Proficient verbal and written skills
- Must pass a criminal history background check

SIGNATURES:

Manager _____

Date _____

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee _____

Date _____