

NC Office of Strategic Partnerships Program Manager opportunity and position description

The North Carolina Office of Strategic Partnerships (OSP) increases and enhances partnerships between state government and NC's renowned research institutions and philanthropic sector to improve quality of life for North Carolinians. This includes elevating the State's internal capacity to use and generate evidence in its policy and programmatic functions.

OSP accomplishes this in part by building and enhancing collaborative networks of public officials and research partners. We prioritize partnerships that are scalable, sustainable, and develop public, open source resources. Strategic Partnerships is housed in the NC Office of State Budget and Management, which includes data-driven and evidence-based decision making among its priorities. Visit [NC Office of Strategic Partnerships](#) to learn more about OSP and our work.

OSP seeks a **Program Manager** to deepen and solidify state-level research partnership efforts as a "way of doing business" between state government and research partners and to provide insight to other states interested in similar efforts. The Program Manager will join the Office of Strategic Partnerships at an important time characterized by: approximately 20 projects in various stages of consideration, development, and completion; state agencies increasingly [seeking external research expertise](#); and enhanced commitment to using data and evidence in state-level decision making.

Responsibilities

The Program Manager will play a critical role in:

- Working with state agencies to build a culture of evidence into standard operations. This includes increasing state agencies' understanding of learning and research agendas, the value such agendas can add, and approaches to developing them.
- Organizing workshops and technical assistance sessions to help state agency officials develop successful research partnerships. Topics could include identifying and refining research questions, strategies for cross-sector engagement, and cultivating productive and lasting partnerships.
- Identifying and engaging with researchers to explore opportunities for partnerships through which to address agency priorities. Help researchers understand and prepare for partnerships with state government.
- Curating and maintaining up to date and accessible information about partnership opportunities.
- Developing strategies for engaging a diverse array of researchers from a range of disciplines and research institutions, including HBCUs, MSIs, and others among the state's 16 public universities, 36 independent colleges and universities, and 58 community colleges.
- Determining effective ways to share research partnership opportunities and implementing those strategies for use by state and external partners.
- Contributing to OSP's open source approach for sharing the strategies for and results of this work, for example: documenting and sharing findings and lessons learned, presenting to state and national audiences, and participating on relevant panels and webinars.

- Monitoring requests for and opportunities to provide support to other states pursuing relevant partnership efforts; facilitating engagement to deliver that support.

Core competencies

- Project management expertise and experience
- Ability to convene, connect, and engage people, institutions, and ideas
- Excellent written and verbal communication skills
- Strong presentation skills
- Experience developing, promoting, and conducting trainings and workshops
- Self-directed and independent professional
- Proficiency in managing a research budget
- Ability to cultivate trusted relationships
- Exceptional professional and interpersonal judgment
- Experience developing and deploying performance measures that empower accurate, timely project completion
- Knowledge of the scientific method
- Knowledge of and familiarity with North Carolina state government preferred but not required

Structure and timing

- Full-time
- Start date – as soon as filled
- Based in Raleigh, with possibility of travel in and outside of North Carolina. Due to COVID-19, remote work as needed is expected.
- Salary range \$70,000-\$80,000 with benefits.

To apply, please send a resume, letter of interest, and work sample to partnerships@osbm.nc.gov. A performance task will be part of the application process.

Applications will be accepted until the position is filled.