



## Emerging Prairie Senior Director of Startup Development & Education Programs

Salary: \$90,000 +  
Full-Time Position

### Job Summary

The Senior Director of Startup Development and Education Programs will occupy a pivotal leadership role with responsibilities encompassing the strategic direction and management of startup-related initiatives for Emerging Prairie and educational programs including Emerging Digital Academy (EDA). This multifaceted role involves the curation of the startup and education program portfolios, resource allocation, and the facilitation of seamless learning experiences. In addition, the Senior Director will be at the forefront of advancing vibrant startup and technology ecosystems in the region, entailing close collaboration with industry partners, entrepreneurs, and stakeholders.

### Key Responsibilities:

- **Startup Initiatives and Ecosystem Growth:**
  - Lead the development and execution of strategies to build and nurture thriving startup and technology ecosystems in the Fargo-Moorhead area.
  - Identify and support startup-related opportunities, initiatives, and partnerships that align with Emerging Prairie's mission.
  - Collaborate with entrepreneurs, industry leaders, and stakeholders to promote innovation and economic growth.
- **Education Program Strategy and Development:**
  - Develop and execute a comprehensive strategic plan for EDA's educational programs, aligning with the academy's mission and objectives.
  - Identify and prioritize program opportunities, ensuring alignment with emerging digital trends and industry needs.
  - Innovate and evolve program offerings to maintain a leadership position in digital education.
- **Program Delivery:**
  - Supervise education program instructors and facilitators, providing leadership, guidance, and support to ensure effective program delivery.
  - Monitor program schedules and milestones, proactively addressing any issues or delays.

- Foster a positive learning environment for program participants, encouraging active engagement and knowledge acquisition.
- **Resource Management:**
  - Manage program budgets, resources, and materials effectively.
  - Collaborate with internal teams to ensure successful program delivery.
  - Optimize resource allocation to maximize program outcomes.
- **Stakeholder Engagement:**
  - Cultivate and maintain strong relationships with industry partners, educational institutions, and relevant stakeholders.
  - Collaborate with partners to identify opportunities for industry involvement in EDA's programs.
  - Solicit feedback from program participants and stakeholders to drive program enhancements.
- **Quality Assurance:**
  - Implement and oversee quality assurance processes to ensure program excellence.
  - Establish metrics and key performance indicators (KPIs) to measure program effectiveness and success.
  - Continuously evaluate and improve program outcomes and impact.
- **Team Leadership:**
  - Lead and mentor program staff and startup program team members, fostering a culture of teamwork, innovation, and continuous improvement.
  - Set clear expectations and performance goals for team members.
  - Provide professional development opportunities to enhance team capabilities.
- **Qualifications:**
  - Bachelor's degree in a related field (Master's degree preferred).
  - Extensive experience in program management and development.
  - Strong understanding of emerging digital technologies and trends.
  - Proven track record in cultivating partnerships, sponsorships, and donor relationships.
  - Excellent organizational and project management skills.
  - Effective leadership and team management abilities.
  - Exceptional communication and interpersonal skills.
  - Commitment to the mission and goals of the Emerging Prairies
  - Ability to adapt to a dynamic and rapidly evolving educational and startup landscape.
  - Innovative and forward-thinking approach to program development and ecosystem growth

**Physical Demands:**

- Ability to continuously stand or walk during events.

- Ability to bend, squat, climb stairs and lift occasionally.
- Ability to lift up to 50 pounds occasionally.

**Work Environment:**

- May occasionally work in temperatures above 100 degrees and below 32 degrees
- May occasionally walk on slippery or uneven surfaces
- May occasionally climb ladders and work off elevated surfaces
- Noise level in the work environment is frequently loud

**Benefits and Culture:**

- Emerging Prairie's office is in Fargo, ND.
  - Core values: Trust First, Learn, Be Bold, Move Together, Be Scrappy, Think Holistic, and Lead with Gratitude.
  - Retirement program with employer match.
  - 80% coverage of employee health insurance premiums (not to include vision or dental).
  - 10 paid holidays (including your birthday) and paid holiday break.
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**About Emerging Prairie**

Emerging Prairie (EP) is an organization that believes in and nurtures the potential of our community and its leaders. We have made it our mission to energize communities through innovative initiatives, programming, and events that move the needle and ignite economic growth for our region. Some of our initiatives include launching the first code school in North Dakota (Emerging Digital Academy) and steering the momentum on the Grand Farm Initiative.

Recognition of our community's potential, development of an environment for social connectivity, and the act of highlighting the risk takers and change-makers is vitally important, as these are the key accelerators of growth and development. Emerging Prairie was founded in 2013 by a group of Fargo entrepreneurs who wanted to make a difference in the community they call home.

**Mission statement:** To energize communities.

**Vision:** The relentless pursuit to improve the human condition both locally and beyond.

Emerging Prairie is proud to be an equal opportunity provider.

**To apply:** Candidates may submit a cover letter addressed to Brian Carroll and resume to [brianc@emergingprairie.com](mailto:brianc@emergingprairie.com).

