**FlagshipKansas.Tech Executive Director**

Reports to: FlagshipKansas.Tech Board of Directors

Salary: Negotiable

General Summary:

The Executive Director will serve a key role in the development of technology innovation, expansion and talent acquisition in Kansas. The Executive Director will be a connector of business leaders, educational institutions, government entities and aspiring talent. Serving as a champion for the state’s technical community, this person will promote continued growth of talent and opportunity by ensuring a suitable and sustainable climate for the technology sector in Kansas.

Essential Duties and Responsibilities:

· Responsible for the day-to-day operations of the organization while working with the board and subcommittees to ensure proper alignment with the mission and vision of FlagshipKansas.Tech

· Responsible for fund/revenue development and continued daily management of a yearly budget as agreed upon with the Board Treasurer

· Conduct annual membership and sponsorship drives

· Plan and Implement Annual Ad Astra Technology Conference

· Oversee current organization's grant projects

· Ensure FlagshipKansas.Tech’s members are represented in the community and across Kansas

· Communicate and coordinate effectively with the Board, other leaders in the community, and our member community

· Active and visible advocate in the state’s technology and technical education community

Additional Duties and Responsibilities:

· Provide training and professional development for direct reports. May involve use of students and interns.

· Oversee short and long-term financial and managerial reporting

· Develop quarterly and annual goals with the board and drive/execute monthly board agenda

· Help ensure policies support continued growth of tech-based companies across Kansas

· Work and champion programs to recruit and maintain technology talent within the state of Kansas

Knowledge, Skills, and/or Abilities Required:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below 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.

Required:

· Bachelor’s degree in a business or technology related field

· Minimum 5 years in a technology-based company

· Knowledge of Kansas area professional organizations, technical employers and political climate

· Experience managing budgets and programs with measured outcomes

· Ability to work with a sense of urgency

· Excellent communication skills and the ability to operate within a non-profit organization directed by a working board

· Self-motivated with proven leadership and teamwork capabilities

· Critical thinking and problem-solving skills-Decision making skills with the ability to multitask and prioritize

· Some experience with developing and executing fundraising strategies

· Willingness to travel (mostly within state)

Preferred Skills and Experience:

· Excellent people manager, open to direct and collaborative work style and commitment to get the job done

· Excellent networking skills

· Familiar with the current landscape of technology business in Kansas

· Delegate responsibilities effectively

· Ability to challenge and debate issues of importance to the organization

· Excellent interpersonal skills and a collaborative management style

· Business or nonprofit membership organization management experience

**About Flagship:**

FlagshipKansas.Tech

334 N. St. Francis Ave.

Wichita, Kansas 67202, United States

[FlagshipKansas.Tech](https://flagshipkansas.tech/leadership) is a 501(c)6 trade organization focused on elevating the technology sector throughout the state of Kansas. We are committed to raising awareness by highlighting the innovation and ingenuity already at work in our cities and communities and helping develop strategies with state and local entities to raise awareness of the tech sector not just regionally but nationally. We are also committed to growing our workforce by developing and helping implement strategies for attracting and retaining tech talent in Kansas. Finally, FlagshipKansas.Tech is partnering with Kansas institutions to develop and support workforce training and education programs to meet the demand of the tech sector and ensure our students are equipped to pursue employment opportunities in technology. As our motto states, “We are better together.”

To apply:

Email cover letter and resume to

Mary Mann at jobs@workforce-ks.com

The job is also posted at <https://www.kansasworks.com/jobs/12258972>

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