



Innovation Program Director

ASSOCIATION FOR ENTERPRISE OPPORTUNITY (AEO) seeks an Innovation Program Director. Reporting to the VP of Innovation Engineering, the Director is part of the core team responsible for the growth of the [Innovation Hub](#). This role provides a unique opportunity to see the entire AEO Innovation Portfolio and help execute on highly visible and strategically impactful initiatives across the organization.

The ideal candidate is solutions driven and possesses the ability to lead functional, operational and relationship problem-solving discussions with both nonprofit and for-profit partners. We are looking for a strategic, creative, data-oriented, and solutions-focused leader to help drive AEO's transformation of the small business ecosystem.

Key Responsibilities

Leadership

- Monitor macro industry trends, perform market research and conduct ROI analyses routinely to ensure learnings are captured with a focus on continuous improvement.
- Develop and implement strategies that will maximize the synergies among program areas.

Team Management and Development

- Help grow and develop the team, setting high bar for delivery of exceptional results and helping with prioritization and escalations as needed: management must be a passion.
- Establish and maintain relationships with “centers of influence” in order to engage with the local and national entrepreneur ecosystem and small business development community.

Program Operational Management

- Using a data driven and programmatic approach, establish and manage KPIs to measure program success.
- Launch, design, and scale programs and initiatives that lead to new partnerships and proof of concepts.
- Direct and contribute to cohort projects by helping to define pain points and opportunities, solve problems and design solutions.
- Manage the impact evaluation process for each program.

Qualifications

- Bachelor's Degree required; Master's Degree preferred and a Project Management Certification a plus
- At least 4+ years professional experience in strategy, project management or similar client /customer facing roles
- Very strong interpersonal skills and the ability to build relationships with stakeholders, team members and peers

- Demonstrated success developing and evaluating program models, and selecting and successfully operationalizing innovative programs
- Ideal candidate will have some experience with non-profits, community and economic development or financial services (especially community lenders and business service providers, with an understanding of small business financing)
- Strong project management skills managing complex, multifaceted projects resulting in measurable successes and program growth
- Self-starter with collaborative work style and commitment to getting the job done
- Aptitude in creative problem-solving, and technical/engineering solutions; knowledge of continuous improvement, and data driven approaches
- Comfortable working remotely utilizing tools and applications that enhance connectivity and collaboration for learning and sharing with team members.

We Offer

- Competitive compensation based on experience, including retirement matching.
- Fully paid medical, dental, and vision coverage.
- A collaborative and high-performing work environment.

TO APPLY

Interested applicants should send a cover letter and resume to careers@aeoworks.org. In your cover letter, please include: your unique qualifications for this position, your salary requirements, and how you learned of this vacancy.

AEO is clear of its vision to be a place where a diverse mix of talented people want to come, to stay, and do their best work. We are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, disability, age, or veteran status.