



## Director of Education, Workforce & Foundation

The Ohio Hotel & Lodging Association provides an opportunity to lead education & workforce initiatives and programs for a dynamic and energetic industry that attracts a diverse and multidisciplinary employee base.

The primary roles of this position include developing, managing and executing initiatives related to building a talent pipeline, promoting the desirability and variety of careers in the industry, increasing service and professionalism, and maximizing the value of education programs to benefit operators and professionals in every type of lodging business across the state. This position also oversees our 501(c)(3) education foundation.

### Key responsibilities:

- Building relationships with schools and community organizations to boost hotel employment
- Leveraging available programs from education providers to increase offerings
- Promoting apprenticeships and mentorships within the industry
- Enhancement and expansion of industry scholarship fund and requests
- Strategic direction on workforce needs that drive the future of the industry
- Development of underwriting and sponsorship opportunities related to education & workforce
- Management of programs designed to support and promote women in the lodging industry
- Collaboration on programs, trainings and events that support members
- Oversight and direction of volunteer committees
- Management of (c)(3) foundation as a means of funding new education programming
- Networking with industry partners, and peers in other hospitality associations
- Providing input and content for association communications

### Requirements for this position:

Related experience with education & workforce programs preferred, especially in a professional association capacity. Hotel and industry experience also considered. Four-year degree or equivalent, with focus in disciplines related to duties of this position. Also helpful are knowledge of association management systems and databases; customer service background or training; event experience; business writing skills; follow-through and attention to detail.

This is a full-time, salaried position in our Columbus, OH office. OHLA offers health care benefits, paid vacation and sick leave, 401(k), professional development opportunities, and other benefits. Our management philosophy puts people first. EOE. To help us determine if this position might be a good fit for you, please forward a cover letter, resume, salary requirements and any related information to: [joe@ohla.org](mailto:joe@ohla.org).