



The Dayton Foundation - Job Posting Announcement

Del Mar Encore Fellow – Dayton Workforce Coalition (DWC)

Schedule: 21-32 hours/week

Compensation: \$30,000 Stipend/Year

This is a one-year contract

Preferred Start Date: June/July 2024

Background: Del Mar Encore Fellows are recently retired professionals who are employed by The Dayton Foundation and placed with area nonprofits, called Host Organizations, to address significant community issues. The Fellows are paid a stipend and work a flexible schedule, worked out with their Host Organization. The Fellows work together to increase recognition of the contributions of older adults and address the challenges presented by ageism, with public presentations and events.

Position Purpose

The Del Mar Encore Fellow will support the Dayton Workforce Coalition (DWC) by developing and implementing strategies to enhance workforce development, with a specific focus on building talent pipelines and ensuring individuals seamlessly transition from education and training into gainful employment. This initiative addresses the critical challenge of bridging the gap between the supply of skilled workers and the demand from employers in the Dayton region. The Fellow will work collaboratively with the DWC team; business leaders, educational institutions, local governments, military officials, and community organizations to create a scalable and inclusive system for workforce development. The aim is to foster innovation, inclusion, and opportunity, positioning Dayton as a national leader in workforce readiness and economic resilience.

A special emphasis will be placed on developing strategies that bring underrepresented and underserved community members into the workforce. This involves creating targeted programs that provide equitable access to education, training, and job opportunities for individuals from diverse backgrounds, ensuring that everyone in the Dayton region has the chance to succeed and contribute to the local economy.

In addition, the Fellow will address the goals of Del Mar Encore Fellows (DMEF) Initiative by participating in presentations and events with other Del Mar Fellows aimed at changing attitudes and policy around aging, and encouraging high-impact volunteer, employment, and community engagement opportunities for older adults.

The scope of work may include:

- Collaborating with stakeholders to identify and address workforce gaps.
- Serving as a point of contact and collaboration with the existing workforce programs of the region
- Designing and implementing training and education programs aligned with employer needs.
- Developing and nurturing relationships with organizations in the region to support workforce initiatives.
- Organizing community engagement and awareness campaigns to promote workforce development and inclusivity.

- Creating mechanisms and metrics to assess the effectiveness of workforce strategies and initiatives, particularly for underrepresented groups.
- Supporting the development and dissemination of best practices and scalable solutions for workforce development that prioritize diversity and inclusion.

The Fellow's efforts will ensure that the Dayton Workforce Coalition effectively meets the region's growing demand for skilled labor while promoting equity and opportunity for all, ultimately contributing to the long-term economic prosperity and resilience of the Dayton region.

Education and Work Experience

Four-year college degree and a minimum of five years job-related experience at the professional, management, or executive level. Demonstrated success in project management and implementation. Excellent personal and group communication skills. Comfortable working with a diverse population. Understanding of and/or experience in research design and implementation is desired. Candidates may possess any equivalent combination of education and experience that provides the required knowledge, skills and abilities. Preferred qualified candidate is a retired professional, older adult with a respected career and community record. Working style must fit with that of Host Organization. This position also requires access to reliable transportation.

Knowledge and Skills

- Ability to foster and maintain positive working relationships with TDF and Host Organization staff, Fellows, and volunteers.
- Excellent verbal, written and interpersonal communication skills
- High level of analytical, organizational and project management skills
- Ability to lead and partner with people from diverse backgrounds, ages, and experiences.
- Ability to work in a team-based environment and with community partners
- Ability to meet deadlines and prioritize work assignments to meet timelines.
- Excellent attention to detail
- Ability to work without close supervision; highly motivated and self-directed to complete program goals and responsibilities
- Deep understanding of workforce development strategies and best practices
- Familiarity with local and regional labor markets and workforce trends
- Ability to analyze and interpret workforce data to inform strategy development.
- Strong networking skills to build partnerships with businesses, educational institutions, and community organizations to foster inclusivity and participation.
- Strategic thinking and planning skills to develop long-term workforce development plans.
- As with all nonprofit work, patience and a sense of humor are valuable assets.

Desirable, but not required:

- Strong Community relationships and a network.
- Background in workforce development, education, or a related field
- Quantitative skills for data analysis and strategy development
- Knowledge of regional economic development and labor market trends
- Familiarity with grant writing and securing funding for workforce initiatives
- Experience in public policy or advocacy related to workforce development.
- Experience with community engagement and outreach, particularly in underserved communities.

Send résumé and cover letter via email to Jeffrey Sypeck, Director, Human Resources, at

jsypeck@daytonfoundation.org

The Dayton Foundation is an Equal Opportunity Employer