

Visionary Leader to Direct Diversity Programs Sector

Position:

Diversity Programs Leader

Location:

Dallas (Uptown), Texas

Type of Employment:

Full Time with benefits

Company Core Values:

- Visionary Leaders
- Humbly Confident
- Problem Solvers
- Flawless Executors

Do you have the passion and true commitment for advancing opportunities and economic development for the minority business community? Are you a visionary leader, who can bring strategic ideas and C-level relationships to flawlessly execute programs focused on growing minority businesses? If so, you may be the person we are looking for to join our leadership team and enhance the expertise of our award-winning company!

About Us

K Strategies has been recognized for our success in developing outstanding diversity, public engagement and public relations programs. Some of our prominent clients include: City of Dallas, Dallas Area Rapid Transit, Dallas/Fort Worth International Airport, Omni Hotels and Resorts, Southwest Airlines and the Texas Department of Transportation.

We strive for excellence and get things done “The K Strategies Way.” We approach each project with a fresh pair of eyes and view the project as a unique opportunity to provide valued solutions to our clients. Through our strategic insight and in-depth

industry knowledge, we create strategies for our clients to increase their commitment to diversity, effectively communicate their message, strengthen their relationships with communities, and help to enhance their reputation. We work hard and have fun. If you want to be a part of something special and work for a company that makes a difference in the community and appreciates your passion and hard work, K Strategies is the team for you.

This is a career-changing opportunity. We are looking for someone who is ready to make a name for her or himself as a true diversity expert and leader who makes a real difference in the minority business community. You will be able to implement the ideas you have always wanted to initiate to help grow minority businesses to the next level. As the leader directing our diversity programs sector you will be a part of the company’s leadership team, responsible for all diversity sector staff and projects, and report directly to our president.

We are looking for someone to:

- Be seen, recognized and respected by the community as a diversity expert and leader
- Lead and facilitate our diversity sector staff, services and projects flawlessly within 90 days
- Serve on the company’s leadership team to enhance and grow our diversity sector
- Bring new, fresh and unique ideas to grow minority business participation for our clients’ diversity programs
- Create the company’s Diversity Services Processes Manual within three months
- Maintain and strengthen our excellent relationships and reputation with our clients and key stakeholders
- Create and write unique and successful diversity program plans and campaigns
- Represent the company as a visionary leader for diversity in the community and with advocacy organizations, including: minority chambers, contractor associations and trade organizations

- Write phenomenal case studies, reports and proposals, as well as give presentations, trainings and workshops about diversity programs
- Represent the company as a diversity expert in the preparation and interview process for business development and contract opportunities
- Build great C-level relationships with clients, agencies, elected officials and key stakeholders
- Receive an appointment to a board of directors of a major minority business organization that is meaningful to the company within two years
- Win a diversity advocate or similar award from a major minority business association within three years

You'll be best suited for this position if you have the following skills and attributes:

- Bachelor's degree in business, marketing, communications or related field
- Drive and ambition to be the greatest in all that you do
- Visionary leader who directs the flawless execution of a team and all work products
- Expert knowledge of diversity programs on a local, state and federal level
- Flawless executor of projects and tasks, and produces highly effective, high-quality work
- Experienced in setting and executing goals while achieving a high level of success
- Problem solver who is sharp, resourceful and a strategic thinker
- Always capable of high level problem solving through the creation of result-oriented ideas and solutions
- Highly proficient, competent and detailed with numbers and Microsoft Excel
- Exceptional planning and organizational skills and always meets deadlines, metrics and budget goals
- Excellent writing skills using AP Style
- Great public speaking experience and proven success in networking effectively
- C-level relationships with elected officials and in the business community
- Spanish bilingual (preferred, not required)
- Very professional appearance and demeanor
- Warm and friendly personality, is confident, humble, easy to work with, and has great people skills
- Always trustworthy and loyal to the company
- Can-do, team-first attitude
- Always willing to go above and beyond, giving 110 percent

Ready to apply?

1. Please send your resume to careers@kstrategies.com with job code DPL1 in the subject line of the email. Within the body of the email, please answer the following questions:
 - What makes you the perfect person for this position?
 - Where do you want to be in five years?
 - Why are you passionate about this position?
 - What positive feedback have you been given by your boss or a client at your current or former job? (it's OK – you can brag about yourself!)
2. Download our company employment application from the contact page on our website (www.kstrategies.com) and submit the application to careers@kstrategies.com.

We look forward to working with you! Thanks in advance for taking the time and care in submitting the above information.