

Claim Academy

Company Engagement Manager

Who we are:

Claim Academy is a premier developer boot camp that offers immersive on-campus and online programs in software engineering and cybersecurity in St Louis. Our mission is to change lives in 12-weeks with tracks in Java, C#.Net and Javascript with promises to transform novices into industry ready, software developers through rigorous coursework of pair programming, mentor sessions, and computer science industry programming techniques taught in-person by expert instructors. Participants complete their learning with multiple career coachings, networking events, soft skill training by producing a final capstone project, which they present to potential employers on demo day and hiring event. Extensive career training and placement assistance are provided, leading to many of our students receiving offers before they even graduate.

Job Description:

The Company Engagement Manager is responsible for building and maintaining relationships with the client companies and organizations that seek to hire Claim Academy graduates. This role also involves taking leadership in developing mutually beneficial working relationships and achieving partnership growth with employers and local organizations that will directly benefit Claim Academy's professional development programs. The Company Engagement Manager will serve as an intermediary for both the client and Claim Academy students. The ideal candidate will have the ability to provide system enhancements, process improvements, and training to facilitate the student placement with these companies and organizations. The master of organizing programs that engage employers.

Principal Responsibilities and Duties:

- Independently manage the activities with employers and communicate verbally and in writing in a professional manner.
- Demonstrate the ability to coordinate the management of the client's priorities.
- Share knowledge of duties and clients with fellow employees.
- Coordinates with companies and organizations to have them attend Demo Day and conduct interviews with the Claim Academy graduates.
- Report metrics, as required by Senior Claim Academy Management to demonstrate results in the establishment of relationships with partner companies and organizations.
- Create new company relationships every month.
- Work with our client companies that are interested in new trainings, up skilling programs and other professional developments.

- Complete all required paperwork for establishing recruitments with partner companies and organizations.
- Follow approved marketing standards that allow Claim Academy to be compliant with all State Agency requirements for marketing.
- Other duties as assigned.

Knowledge and Minimum Requirements:

- At least 2 years of experience as a technical recruiter, account manager.
- Bachelor's degree in Business Administration or comparable college and/or business experience.
- Strong, well-developed interpersonal skills to maximize client responsiveness and develop a working relationship with current clients as well as the ability to work effectively and build relationships with new clientele.
- Experience with a Customer Relationship Management (CRM) system.
- Experience with cold calling potential clients.
- Excellent interpersonal skills and a collaborative management style.
- Excellent computer skills and proficient in MS Excel and MS Word.
- Excellent communication skills both verbal and written
- Demonstrated leadership and vision in managing.
- A demonstrated commitment to high professional ethical standards and a diverse workplace
- Excels at operating in a fast paced, community environment
- Excellent people manager, open to direction and +Collaborative work style and commitment to get the job done
- Ability to look at situations from several points of view
- Persuasive with details and facts
- Delegate responsibilities effectively
- High comfort level working in a diverse environment.
- Strong understanding of Social Media and software including Basecamp or similar project management and team communication software

Location:

Our office is located near downtown St. Louis

Website:

www.claimacademystl.com/

Salary Range: Commensurate with experience. This will include both salary and commission.

Employment Type: Full Time

