**Engagement Manager**

Claim Academy is a premier, Saint Louis based developer boot camp, approved to operate by the Missouri Department of Higher Education and Workforce Development. Our boot camp offers immersive on-campus and online programs in *Software Engineering* and *Cybersecurity*. *(Rated as****"One of the Best Coding Bootcamps in 2018, 2019, 2020, 2021 & 2022"****by [SwitchUp).](https://www.switchup.org/bootcamps/claim-academy%22%20%5Ct%20%22_blank)*

Our mission is simple. To change lives in 12-14 weeks with tracks in Java, C#/.Net JavaScript, and Cybersecurity. OUR PROMISE? To transform novices into industry-ready, software developers through the rigorous coursework of pair programming, mentor sessions, and computer science industry programming techniques taught in-person by *expert* instructors.

We are now seeking an experienced **Engagement Manager** whose primary goal is to build and maintain relationships with client companies and organizations that seek to hire Claim Academy graduates. This role involves taking the lead in developing mutually beneficial working relationships and achieving partnership growth with employers that will directly benefit from hiring Claim Academy's graduates. The main thrust of your mission will be to reach out to organizations on behalf of our graduates because here at Claim Academy, we are all here to support our students.

**Responsibilities**

* Coordinate with companies and organizations to have them attend Demo Day, Career events, Cyber Days, and conduct interviews with Claim Academy graduates.
* Aggressively seek new organizations and educate them on why Claim Students are a great hire.
* 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 monthly to provide more opportunities to our graduates.
* Work with our client companies that are interested in new training, up skilling programs and other professional development.
* Complete all required paperwork for establishing recruitment with partner companies.
* Follow approved marketing standards that allow Claim Academy to be compliant with all State and Federal Agency requirements for marketing.

**Requirements**

* An amazing ability to be fearless, outgoing and understand how to make great things happen.
* At least 2+ years of experience as a technical recruiter and/or account manager.
* Bachelor’s degree in business administration or comparable experience.
* Strong, interpersonal skills to maximize client responsiveness and develop working relationships along with strong interpersonal skills.
* Experience with a Customer Relationship Management (CRM) system.
* Excellent interpersonal skills and a collaborative management
* Excellent computer skills and proficient in MS Excel and MS Word
* A person who works well with others, supports the team, and asks for help when necessary.

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| Job Requirements: Shown on Web |
| At least 2 years of experience as a technical recruiter and/or account manager.<br>Bachelor's degree in Business Administration or comparable college and/or business experience.<br>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.<br>Experience with a Customer Relationship Management (CRM) system.<br>Experience with cold calling potential clients.<br>Excellent interpersonal skills and a collaborative management style.<br>Excellent computer skills and proficient in MS Excel and MS Word.<br>Excellent communication skills, both verbal and written.<br>Demonstrated leadership and vision in managing.<br>A demonstrated commitment to high professional ethical standards and a diverse workplace.<br>Excels at operating in a fast paced, community environment.<br>Excellent people manager, open to direction and +Collaborative work style and commitment to get the job done.<br>Ability to look at situations from several points of view.<br>Persuasive with details and facts.<br>Must have experience working to place software developers and cyber security professionals locally in the St Louis area or nationally.<br>Experience working with the military is a plus.<br>High comfort level working in a diverse environment.<br>Strong understanding of social media and software including Basecamp or similar project management and team communication software. |