



OFFICE OF THE PRESIDENT
323 State Street, Augusta, ME 04330-7131
(207) 629-4000 | Fax (207) 629-4048 | mccs.me.edu

Director of Strategic Workforce Initiatives

The Maine Community College System (MCCS) is seeking applicants for the position of Director of Strategic Workforce Initiatives. This position provides senior-level project leadership, operational coordination, and implementation oversight for a diverse portfolio of workforce development initiatives administered by the Harold Alfond Center for the Advancement of Maine's Workforce. Reporting to the Chief Workforce Development Officer, the Director recommends and works to establish policies, provides support services to management employees, and translates approved strategic priorities into structured work plans. This position coordinates implementation activities, measurable deliverables, and sustainable operational practices. The position is responsible for planning, organizing, monitoring, and evaluating complex initiatives that may involve multiple MCCS departments, colleges, employers, government agencies, workforce partners, community organizations, funders, and contractors. The position will also serve as a point person on AI projects and initiatives the Center engages with. This position is grant-funded through June 30, 2030.

The Director of Strategic Workforce Initiatives is a confidential position and is classified as a level 7. Dependent on experience and qualifications, the position expects to pay in the vicinity of \$96,500. MCCS offers a full suite of employee benefits including health, dental, vision and life insurance, retirement savings, flexible savings accounts, employee assistance program, tuition waivers, 529 education plan MCCS matching grant and paid holidays, vacation, and sick time.

The required minimum qualifications include a Bachelor's degree in business administration, project management, public administration, workforce development, education, economic development, organizational leadership, or a closely related field and 7-10 years of extensive experience of an administrative nature in business, grant administration, preferably in higher education. Master's degree in relevant field preferred.

The preferred knowledge skills and abilities include:

- 7-10 years of related experience, preferably in a community college setting.
- Excellent written and oral communication skills.
- Strong interpersonal, relationship-building, group facilitation, and problem-solving skills.
- Five years of progressively responsible experience leading complex projects, programs, grants, or multi-stakeholder initiatives.
- Demonstrated experience coordinating work across departments, institutions, organizations, or stakeholder groups where success depends on influence rather than direct authority.
- Demonstrated experience managing project scope, schedules, deliverables, budgets, risks, performance measures, and reporting obligations.
- Experience in preparing professional reports, executive summaries, presentations, implementation plans, or grant-related materials.
- Computer skills including Microsoft Office Suite, electronic communications and social media are essential and would ideally include Anthology, luments and other SIS experience.
- Ability to work effectively with and ensure its integrity.

For more information about this opportunity and others, please scan the QR code. Please upload your cover letter, current resume/CV, including names and contact information for three professional references, and official transcripts when you complete the [online application](#). Search will remain open until the position is filled.



MCCS is an Equal Opportunity employer. We celebrate diversity and are committed to creating an inclusive and non-discriminatory environment for all employees. We provide reasonable accommodation to qualified individuals with disabilities upon request. For more information, please contact the MCCS Affirmative Action Office at 207-629-4000. TTY Dial Maine Relay 711.

Date Posted: September 11, 2026