

Director, Strategic Partnerships & Business Development

Position Title: Director, Strategic Partnerships & Business Development

Reports to: Vice President, Strategic Partnerships & Business Development

Position Summary: The Director of Strategic Partnerships leads partner (lodging industry service providers and suppliers) relationship management and execution of partner deliverables with partner contacts (i.e. ensuring regular communication, project facilitation, engagement opportunities, education & reporting, partner renewals, etc.) and a select portfolio of Allied+ members. In addition to relationship management of current partners, the Director will also be responsible for facilitating directed outreach to prospective partner companies and engage in regular conversations and negotiations to add to the Premier Partner Program portfolio.

Responsibilities:

- Execute and plan partner deliverables (introductions, committee participation pieces, event recognition and/or attendance, webinar presentations, database management, invoicing, planning leadership meetings, relationship management – touchpoints and regular calls)
- At direction of Vice President, Strategic Partnerships & Business Development, conduct outreach to prospective contacts & prepare for prospective conversations and meetings with potential partners.
- Support facilitation and execution of Partner Program materials & communications (marketing/collateral, partner recap development, website maintenance, social media shout-outs).
- Support and direct roles and responsibilities of Manager, Allied Member Engagement position.
- Oversee consultant support for Allied member prospecting.
- Prepare for strategic planning meetings with current partners (logistics & scheduling, agenda and content development, follow-up materials, etc.) and in some cases development of co-branded research, products, and/or data.
- Negotiate partner renewals/upsells and contracting with prospective partners into the program.

Education and Experience:

- Bachelor's Degree, preferably business or hospitality related.
- 5 – 7 years account/relationship management, strategic planning, sales, and customer service experience; or combination of education and experience
- Current connections with hotel companies and/or vendors/suppliers preferred.
- Knowledge and/or experience in the hospitality industry is preferred.

Skills and Attributes:

- Experienced computer and software knowledge, including Microsoft Office Suite (Word, Excel, PowerPoint, Outlook); and CRM systems such as Salesforce preferred.
- Ability to create customized presentations in PowerPoint.
- Strong presentation skills via in-person, phone and video conference.

- Self-motivated individual who is also a team player with a high level of professionalism and emotional intelligence.
- Detail oriented individual with exceptional organizational and time management skills; ability to handle multiple assignments at once.
- Excellent oral and written communication skills; willingness to be coached.
- Excellent relationship management skills (both internal and with external partners) and the ability to maintain highly confidential information.
- Enjoy working in a fun, fast-paced, entrepreneurial environment and an ability to work both independently and collaboratively across the organization.
- Positive attitude with customer service orientation and willingness to be flexible to adapt to changing needs and “roll up shirtsleeves” to get the work done; maintains grace under pressure.

Other:

- Position based in Washington, DC.
- 20% travel – on an as-needed basis for prospecting and relationship-building

Interested applicants can apply by sending their cover letter and resume to <mailto:hr@ahla.com>.

AHLA is an equal opportunity employer. We encourage you to apply even if your experience is not a 100% match with the position. We are looking for someone with relevant skills and experience, not a checklist that exactly matches the job description. We want to help you grow and in return, you help us grow into a stronger, more inclusive organization. We celebrate diversity and are committed to creating an inclusive environment for all employees.

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