



Job Description

Company: The Counterterrorism Education Learning Lab (CELL)
Location: Denver, CO
Position: Director of Outreach & Engagement

About the CELL: At the CELL, we believe that knowledge is power in preventing terrorism, enhancing global security, and strengthening community safety. Through our acclaimed exhibit, distinguished speaker series, and nationally recognized Community Awareness Program (CAP), the CELL strives to create extraordinary experiences for individuals to understand the threats we face and what we can do together to confront them. If you are passionate about education and want to help keep your community safe, we want to hear from you! We offer a comprehensive benefits package, competitive wages, and a supportive, rewarding, and inspiring work environment.

Summary: The Director of Outreach & Engagement leads the planning and execution of engagement and outreach efforts for the CELL, particularly through the CELL Exhibit and the CELL's award-winning Community Awareness Program (CAP). The ideal candidate is a dynamic, client-facing professional with experience building and maintaining effective strategic partnerships across the public safety community and other business and community partners. This position will provide critical support for the expansion of CELL programs and the CAP across the country and will be a lead trainer and presenter to various in-person and virtual audiences.

Responsibilities:

- Assist in development and implementation of an outreach strategy to promote the CELL's mission and programs
- Cultivate and maintain partnerships with key stakeholders, including public safety agencies, community organizations, government agencies, and local business leaders
- Coordinate with CELL staff on the design, development, and delivery of education programs tailored to the needs of public safety and other partners
- Identify and develop new clients for the CAP and other CELL programs
- Monitor and evaluate the effectiveness of outreach activities, making recommendations for continuous improvement
- Represent the CELL at conferences, events, and industry forums as appropriate
- Lead engaging and educational presentations to various adult audiences, both virtually and in-person
- Stay informed about industry trends, best practices, and emerging technologies
- Collaborate with partners and subject matter experts to ensure proper accreditations and certifications
- Supports the logistics and management of CAP and other CELL programming contracts, ensuring that all obligations are met and completed on budget and on time
- Collaborates with communications staff to ensure proper marketing of programs
- Other duties as assigned

Knowledge, Skills, & Abilities:

- At least five years' experience developing and implementing campaigns for public outreach, B2B sales, or similar
- At least five years' experience working with public safety and first responder communities
- Knowledge of the landscape of federal, state, local, and tribal public safety agencies in Colorado and nationally
- Knowledge of the governance and training requirements of public safety agencies
- Excellent communication skills, both written and verbal, with the ability to engage with diverse stakeholders
- Strategic thinker with the ability to develop and execute on innovative outreach strategies
- Detail-oriented with strong organizational and project management skills
- Comfort working in hybrid, remote, and in-person team environments
- Must be a highly motivated, positive, flexible, collaborative, and proactive team player
- Knowledge of the political environment surrounding the subjects of national and global security preferred
- Bilingual English and Spanish fluency preferred but not required

Hours and Salary:

\$80,000-\$132,000. The candidate must be available Monday-Friday and will be required to travel as well as work some evenings and weekends to support program activities. This position affords the ideal candidate the opportunity to work in the office as well as remotely.



Benefits & Perks:

While we value hard work, we also recognize the importance of having fun! Our employees enjoy a collaborative environment where they can freely bounce ideas off one another and participate in exciting teambuilding activities and outings.

- Positive, collaborative team culture
- Competitive compensation structure
- Comprehensive benefits package includes: Medical, Dental, Vision, HSA/FSA accounts, 403(b) with employer match, Life Insurance, Short Term Disability, Long Term Disability
- Time off benefits include: Vacation, Sick, Holiday, Bereavement, Jury Duty, FMLA, and Military leave
- All benefits are subject to qualification and hire dates

To Apply:

Submit your cover letter and resume at www.tinyurl.com/ApplyForMI. Applications will be accepted on a rolling basis. Every applicant is carefully reviewed; only candidates whose backgrounds most closely complement the requirements of the position will be contacted directly. All applicants will undergo a background check. Pursuant to CDC recommendations, final candidates must be fully vaccinated against Covid-19. The Mizel Institute is an equal opportunity employer.