The Mathematical Association of America, a national professional association, seeks a full-time Director, Competitions Operations.

The Director, Competitions Operations is responsible for the annual execution of the American Mathematics Competitions (AMC) program for the Mathematical Association of America (MAA) and the planning and execution of outreach activities that support the mission of that program.

- Serve as a visionary business leader of MAA's prestigious suite of mathematics competitions including the American Mathematics Competitions, the U.S.A. Mathematical Olympiad, the Mathematical Olympiad Summer Program, and the Putnam Competition; provide strategic guidance to committees and internal MAA staff to ensure effective, efficient and profitable management of the programs.
- Raise brand awareness of MAA's competitions; seek and foster new partnering opportunities.
- Develop and implement a strategic plan to attract and broaden MAA's audience for competitions and other initiatives.
- Develop, implement and lead STEM-focused initiatives focused on identifying and fostering mathematical talent.

A successful candidate for this position must have strong organizational and program management skills including, being detail oriented and an analytical thinker; having good time management practices; and the ability to prioritize multiple programs and projects. The candidate must have excellent interpersonal skills (i.e., written and verbal) in order to build and maintain relationships and develop rapport and trust. Candidates must have the ability to meet deadlines, work independently and collaboratively, and possess a strong work ethic.

Candidates must have a Bachelor's degree as well as a minimum of 5+ years of relevant work experience. Prior P&L responsibility as well as experience running a multi-million dollar program for a branded product or service is required. BtoB sales, PMP certification and management experience are desirable.

The Mathematical Association of America, located in the historic Dupont Circle area of Washington D.C., is the world's largest community of mathematicians, students, and enthusiasts. The MAA accelerates the understanding of our world through mathematics, because math drives society and shapes our lives. For more information about the Mathematical Association of America, see www.maa.org. The MAA is an Equal Employment Opportunity Employer.

Please email resume, cover letter, and salary expectations (required) to:

Elizabeth H. Richards, SPHR, GPHR
Mathematical Association of America
E-mail: hr@maa.org