



PQA POSITION DESCRIPTION

Title:	Senior Director, Partnerships and Development
Supervisor:	Chief Engagement Officer
FLSA Classification:	Full-time; Exempt
Location:	Alexandria, VA (hybrid)
Salary Range:	\$150,000 - \$175,000/year. Actual salary within the posted range will be determined based on the candidate's qualifications, experience, and relevant skills.

ABOUT PQA

The Pharmacy Quality Alliance, PQA, is a national quality organization dedicated to improving medication safety, adherence, and appropriate use. A measure developer, researcher, educator, and convener, PQA's quality initiatives support better medication use and high-quality care. A non-profit organization with nearly 200 diverse members across healthcare, PQA is a unique alliance in healthcare. It brings pharmacies, health plans, healthcare providers, pharmacy benefit managers, biopharmaceutical companies, technology vendors, government agencies, and others together to build consensus and collaborate to improve medication use quality.

POSITION OVERVIEW:

As a member of PQA's Senior Leadership Team, the Senior Director, Partnerships and Development, supports and coordinates PQA's strategic growth through partnerships, external engagements, and mission-aligned collaborations. This senior leadership role is responsible for cultivating strategic relationships, identifying and facilitating mission-aligned partnership and funding opportunities. The role facilitates engagement among PQA subject matter experts, organizational leaders, and other interested parties to support organizational visibility, strategic collaboration, funding opportunities and strategic initiatives.

This role balances revenue generation with relationship care and serves as a trusted advisor to external partners while collaborating across internal teams to ensure organizational alignment and shared success.

The ideal candidate is a results-driven leader with a demonstrated ability to create and execute growth strategies, build cross-sector partnerships, and help secure financial support for complex healthcare initiatives. The Senior Director is a developer of talent and empowers individuals and teams to grow, reach their potential and advance organizational goals. An understanding of the U.S. healthcare system and quality improvement is essential, along with a strong network and the ability to position experts and solutions effectively to external audiences.

ESSENTIAL RESPONSIBILITIES:

Partnership Development & Market Positioning

- Identify, cultivate, and deepen high-value relationships with healthcare stakeholders, including payers, pharmacies, life sciences organizations, technology companies and philanthropic entities.
- Proactively facilitate strategic engagement opportunities among PQA SMEs, organizational leaders, and key external stakeholders to drive engagement and opportunity development.
- Support and coordinate partnership strategies that advance organizational priorities and create mutual value for PQA as a preferred collaborator for mission-aligned initiatives.

Strategic Development & Growth

- Identify and support mission-aligned growth opportunities, including strategic collaborations, funded initiatives, and organizational partnerships.
- Support organizational strategies that expand PQA's influence, strategic impact and reach.
- Collaborate with organizational leaders and SMEs to align PQA expertise and capabilities with strategic partnership, funding and initiatives opportunities.
- Represent PQA in coordination with executive leadership and SMEs in external meetings, industry forums and strategic discussions.

Leadership & Team Development

- Lead and mentor a high-performing team responsible for multiple functional areas of the organization, including membership, sponsorship, meetings and education.
- Foster a culture of innovation, accountability, and results-oriented performance.
- Work collaboratively within PQA's Senior Leadership Team.
- Leverage best practices, tools, and processes to support cross-team capacity for business development.

Funding, Sponsorship and Revenue Generation

- Collaborate with internal leaders and SMEs to develop compelling proposals, initiatives, and business cases that align with the organization's mission and strategic plan.
- Coordinate and facilitate cross-functional efforts related to grants, contracts, sponsorships and strategic partnerships.
- Support financially sustainable and mission-aligned initiatives and diversify funding sources to ensure long-term sustainability and growth.
- Work collaboratively with PQA team members to lead revenue strategies for membership, meetings, education and communications and engagement initiatives.

Cross-Functional Collaboration

- Work closely and effectively with internal teams in a matrixed organization to align business development efforts with organizational capabilities.
- Support alignment among partnership activities, strategic goals and organizational priorities.
- Support performance measurement and Quality Innovation and Research Center programs and projects through cultivation of key relationships and facilitation of connections between internal SMEs and stakeholder organizations.
- Operate effectively within a matrixed leadership environment where technical expertise, programmatic accountability, operational leadership and external relationships are distributed across multiple organizational teams and leaders.

Performance Management & Impact

- Establish and monitor key performance indicators to measure strategic impact, partnership effectiveness, organizational sustainability, funding outcomes and mission advancement objectives.

- In coordination with the Chief Engagement Officer, develop and manage departmental budgets, financial projections, and sponsorship forecasts to support organizational planning, growth, and long-term sustainability.
- In collaboration with cross-team functional leads, provide regular reporting and insights to senior leadership on pipeline development, funding activities, organizational alignment and strategic impact.
- Provide reports and presentations to the PQA Board of Directors on key activities, initiatives, and strategies, as requested by the CEO and Executive Leadership Team.
- Continuously refine strategies based on market trends, performance data, and organizational priorities.

QUALIFICATIONS AND EXPERIENCE:

Minimum Job Qualifications and Skill Sets

- Bachelor's degree in a relevant field (e.g., healthcare, public health, business, or policy); advanced degree (e.g., Master's, MBA, MHA) preferred.
- Eight or more years of progressive experience in partnership development and revenue generation, preferably within healthcare, pharmacy, or a related sector.
- Proven leadership experience with a track record of building, mentoring, managing and leading high-performing teams in a results-driven, collaborative environment.
- Demonstrated success in supporting strategic growth initiatives, partnerships and funding opportunities.
- Established ability to build and lead high-value, cross-sector partnerships and effectively engage stakeholders, facilitate strategic relationships and support successful partnership and funding opportunities.
- Highly collaborative, with a strong ability to work cross-functionally and align internal stakeholders around business development goals.
- Strong verbal and written communication skills, with the ability to engage and influence stakeholders at all levels.
- Strong organizational skills, with attention to detail and the ability to manage complex workflows through integrated organizational systems and external relationships simultaneously.
- Commitment to cultivating relationships through a service-based mindset and approach with internal and external stakeholders.
- Commitment to excellence, innovation and achieving measurable outcomes aligned with organizational priorities.
- Proficiency in Microsoft 365 Suite (Outlook, Teams, SharePoint, PowerPoint) and experience with Salesforce, CRM or comparable pipeline management tools.

WORK AUTHORIZATION:

Applicants must be authorized to work in the U.S. without employer sponsorship. Visa sponsorship is not available for this role.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment characteristics and physical demands described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Standard office environment

- Employee is regularly required to stand, sit, talk, hear and use hands and fingers to operate a computer and telephone.
- Ability to stand or walk for extended periods (e.g., 4 to 6 hours daily) during industry and networking events.
- Close vision requirements due to computer work.

TRAVEL:

Moderate travel to attend the PQA Annual Meeting, Leadership Summit, staff meeting, internal team meetings, and industry events.

APPLY:

Interested candidates should submit a letter of interest accompanied by a resume or curriculum vitae to careers@pqa.org. Please include your salary requirement in your cover letter. This will help us ensure alignment early in the hiring process.

This job description does not imply that the stated requirements are the only expectations for the job. Incumbents are expected to perform any other duties that may be assigned. PQA has the right to revise this job description at any time. PQA is an “at-will” employer and as such, neither this job description nor your signature constitutes any form of contractual agreement between you and PQA.

EEO Statement

PQA is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws providing equal employment opportunities, and all other employment laws and regulations. It is our intent to maintain a work environment that is free of harassment, discrimination, or retaliation based on the following protected classes: age (40 and older), race (including traits historically associated with race, which includes hair texture, hair type, and protective hairstyles such as braids, locks, and twists), color, national origin, ancestry, religion (including any outward expression of religious faith, which includes adherence to religious dressing and grooming practices and carrying or displaying religious items or symbols), sex, sexual orientation (including transgender status, gender identity or expression), pregnancy (including childbirth, lactation, and related medical conditions), physical or mental disability, genetic information (including testing and characteristics), marital status, military status (including status as a uniformed servicemember, a veteran, or dependent of a servicemember), or any other status protected by federal, state, or local laws. The Organization is dedicated to the fulfillment of this policy in regard to all aspects of employment, including, but not limited to, recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment.