

Director, Program Development

The ACLI is seeking a Director of Program Development to join the Conference Development team. This position will be responsible for supporting ACLI with strategic planning, coordination, and content development for conferences. This role ensures the integrity, diversity, and relevance of conference programming while serving as a primary liaison between planning committee members, internal teams, and external partners.

A bachelor's degree is required; CMP designation a plus. Must have a minimum of 7-9 years of relevant work experience- financial services and meeting planner background a plus. Must have proven experience in content development and conference planning, and ability to build relationships and work collaboratively with diverse stakeholders. Ability to communicate effectively and to develop and suggest creative ideas for long-range planning of meeting content and format. High level of attention to detail and excellent communication skills. Experience with Cvent a plus. Strong time management and organizational skills. Prioritize and accomplish tasks quickly and efficiently in a fast-paced and stressful environment. Ability to travel to select meetings and conferences as needed.

Salary range: \$140,000-\$153,200

The ACLI offers a competitive compensation and benefits package. Interested candidates should email their resume to: HR@acli.com, ATTN: HR – Director, Program Development