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# Example of Strategic Planning Director Job Description

Our innovative and growing company is hiring for a strategic planning director. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for strategic planning director

* Oversee the design, development of analytical tools and implementation of financial models that support decision-making through the use of scenario modeling, cost and efficiency analyses, rolling forecasts
* Support with evaluating and implementing forecasting and modeling applications and tools to enable the company to improve budgeting and forecasting processes
* Oversees the recruitment of staff for the Strategic Planning and Monitoring Unit in adherence to the principles of gender parity and geographical balance
* Perform other related duties as requested by the EOSG
* Develop and lead the annual planning process
* For strategic institutional issues, act as a liaison to the DOE, peer institutions, and other constituencies
* Manage a regular cycle of strategic plan checkpoints and ensure alignment with Lab-wide strategy is maintained
* Provide as-needed support to the Laboratory Director
* Ensure the full and consistent application of the Group Strategic Planning Process
* Provide high quality meeting facilitation for strategic planning sessions

## Qualifications for strategic planning director

* History working with sensitive data and senior executives, including C-level at large companies
* Demonstrated functional expertise in e-commerce marketing
* Financial management /asset management skills are required
* Proven ability to lead multiple projects efficiently and independently, with appropriate communication with senior management
* Strong scientific knowledge paired with strong business and market research experience
* Bachelor’s Degree in Life Sciences (Biology, Chemistry, ) strongly preferred