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## **Business Development Executive – Life Science Focus**

### **Position Summary**

The Rhode Island Commerce Corporation, a mission oriented and dynamic quasi-public agency focused on economic development, seeks to hire a Business Development Executive to support and contribute to business attraction, expansion and retention initiatives, helping the Corporation reach its objectives and goals for economic development.

The Business Development Executive plays a key role in realizing the Commerce Corporation's big picture goals for marketing Rhode Island's unique value proposition to attract and retain businesses in the state. This position will focus on the life science sector and strategically grow RI's life science ecosystem. In addition, the position will assist and help inform appropriate marketing initiatives, programs, and services to support in-state businesses and out-of-state leads.

### **Responsibilities**

- Refine and implement a plan to grow the life sciences sector in Rhode Island – both through growing in-state businesses and attracting out-of-state businesses to RI.
- Develop and maintain long- and short-range outreach and engagement goals in alignment with overall Business Development team objectives
- Assess companies' current and future business needs, perform market and industry research and financial analyses in support of recruitment and retention activities, and prepare related proposals and presentations
- Maintain up-to-date awareness of activities, industry trends and government regulations
- Work with the marketing team to develop materials and collateral
- Liaise with businesses, real estate brokers, and developers to provide relevant local ecosystem data, support site location and application for financial assistance/incentives, and assist with relevant business regulations and permitting
- Engage and partner with members of the local ecosystem to promote the growth of life sciences in Rhode Island

### **Key Competencies**

1. **Strategic skills:** Determines opportunities and threats through comprehensive analysis of current and future trends. Comprehends the big picture.

2. **Resourcefulness:** Passionately finds ways over, around or through barriers to success. Achieves results despite lack of resources. Demonstrates flexibility and adaptability. Able to balance multiple requests and responsibilities and requests and responsibilities and prioritize efforts appropriately. Goes beyond the call of duty. Shows bias for action. A results-oriented “doer.”
3. **Persuasion:** Persuasive in change efforts, selling a vision. Convincing.
4. **Goal Setting:** Sets fair stretch goals for self and others. Encourages individual initiative.
5. **Vision:** Provides clear, credible vision and strategy.
6. **Energy / Drive:** Exhibits energy, strong desire to achieve, high dedication level.

### **Professional Qualifications**

- Life Science business experience/background is desired.
- Relevant professional experience in business development, investor relations, and/or sales experience is required.
- A bachelor’s or advanced degree in life science, finance, accounting, economics, business or strategic management is preferred
- Experience with Salesforce CRM or other customer relation management system
- Ability to conduct a targeted, systemic, and sustained business development strategy
- Ability to identify unforeseen opportunities based on market feedback and internal discussions
- Skilled at customer service and relationship management

In order to be considered for this position, candidates must submit a cover letter along with a professional resume via email to:

Rhode Island Commerce Corporation  
315 Iron Horse Way – Suite 101  
Providence, RI 02908

[job.opportunities@commerceri.com](mailto:job.opportunities@commerceri.com)

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