



Managing Director Innovation

Statement of Duties

The incumbent in the position will lead the Rhode Island Commerce Corporation's efforts to enhance the competitiveness of the Rhode Island economy by providing entrepreneurs across industries and stages of development with a dependable framework of support systems and investments that fosters market-based innovation.

Essential Functions

- Manage key staff on project teams to insure that the development, administration and execution of all innovation initiatives are aligned across the Corporation and within each individual program.
- Lead the teams to leverage resources, develop and monitor program performance metrics, identify and develop external funding opportunities and coordinate efforts to deepen strategic partnerships with stakeholders and key constituents.
- Serve as the chief advocate for these initiatives with all key constituents.
- Lead support for the RI Science and Technology Council (STAC). Working closely with STAC co-chairs, manage existing programs and the design, development and integration of new initiatives that support the Council's strategic mission to drive economic development and job creation through research, technology and innovation. As STAC program lead, this position is responsible for all operations of the Council including financial and administrative management of the Council as a public body.
- Provide support to senior leadership and the EOC as needed regarding best practices and trends in the area of innovation and tech based economic development.

Key Competencies

- **Intelligence:** The ability to acquire understanding and absorb information rapidly. A quick study.
- **Resourcefulness:** Passionately finds ways over, around, or through barriers to success. Achieves results despite lack of resources. Goes beyond the call of duty. Shows bias for action. A results-oriented "doer."
- **Written Communications:** Writes clear, precise, well-organized documents using appropriate vocabulary, grammar, and word usage.
- **Goal Setting:** Sets fair stretch goals for self and others. Encourages individual initiative.

Qualifications

- A minimum of a bachelor's degree and 7 years of progressively responsible professional experience or equivalent combination of education and experience.
- Demonstrated experience in program leadership and management as well as a proven familiarity and experience in a federal or state government environment and experience working with sensitive and confidential information.
- Excellent written and verbal communication skills. Must be able to collect and summarize information from a broad-base of sources and develop materials that are informative and concise for multiple audiences in a variety of formats.

- Strong interpersonal skills and the ability to interact with and lead a broad coalition of community stakeholders across government, business, academia, hospital and non-profit sectors.
- Proficiency in Microsoft, Word, Excel, PowerPoint and Outlook.

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

Rhode Island Commerce Corporation
job.opportunities@commerceri.com

Rhode Island Commerce Corporation is an at-will employer; no employment contracts exist.

The Rhode Island Commerce Corporation (the 'Corporation') is an Equal Opportunity Employer. The Corporation does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by applicable law. All employment is decided on the basis of qualifications, merit, and business need. The Corporation will not tolerate discrimination or harassment based on any of these characteristics.