



Senior Program Manager, Ocean Tech Hub

Statement of Duties

The Senior Program Manager, Ocean Tech Hub (OTH) is responsible for the overall management and coordination of the OTH – a innovation initiative dedicated to rapid commercialization of undersea technology throughout Rhode Island and Southeastern Massachusetts. The OTH is one of 31 regions nationally that have been awarded Tech Hub Designation by the U.S. Economic Development Administration. The OTH is a consortium-based initiative, led by the Corporation.

The OTH coalesces decades of investment, research, and innovation in undersea robotics, automation, advanced materials, and composites in order to catapult our region’s world-class ocean science and technical innovation to new levels of global competitiveness through swift tech transfer and commercialization. Through this, it will generate new high-quality jobs and bolster company growth.

The incumbent in this position will play a critical role in developing a cross-state collaborative approach towards accelerating the growth and potential of Southeastern New England’s ocean technology opportunity and developing a globally competitive Hub in 10 years.

Position Functions

The essential functions and duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related or a logical assignment to the position.

Essential Functions

Program Management

- Manage the OTH Consortium, executing a regular meeting schedule and centralizing operations and administration.
- Work to support Consortium commitments by establishing specific and tangible measures of performance, accountability and course corrections.
- Oversee progress and track Component Projects as they are developed and executed by Consortium members; ensure connection to overarching strategy.
- Work with post-award lead on federal reporting and overall EDA federal grant management.
- Attend EDA meetings and participate in Community Best Practices events.
- With leadership, develop the OTH initiative model and budget for sustainability and continued growth.

Commercialization Support

- Manage collaborative structures and policies that will expedite the development and deployment of ocean technology, while ensuring inclusivity.
- Maintain a working knowledge of national and international trends related to the development of Ocean Technology, including by not limited to, market opportunities and competition.
- Research best practices and programs on tech transfer and commercialization that will help expand Consortium opportunities, work with Consortium members to execute.

Consortium Development

- Engage with leaders across Southeastern New England to understand their interests, strengths and goals, and work to find mutual beneficial engagement with OTH.
- Build on the region's asset mapping and continue to track resources that can be engaged in the OTH ecosystem.
- Reach beyond the Consortium and current partners to cultivate relationships that ensure a diversity of voices are involved in decision making and ideation, including those from historically disadvantaged and underserved communities.
- Support the Corporation's communications team in drafting outreach materials related to the OTH, maintaining an active communications strategy, updating website content, and executing ongoing events.

Key Competencies

- Analytical and strategic thinker: The ability to leverage data and stakeholder input to drive decision-making in times of ambiguity. Identifies opportunities and threats through comprehensive analysis of current and future trends. Uses role to advance the big picture.
- Communicator and organizer: Ability to effectively collaborate with diverse groups, bringing action and collaboration at the forefront to achieve impact.
- 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."

Qualifications

- 6-8 years of professional experience and demonstrated experience in managing programs, strategic partners, and/or organizational systems or equivalent.
- Excellent interpersonal and verbal communication skills as well as an ability to prepare clear, informative and concise written materials. Must be able to communicate effectively across multiple stakeholder and partner groups such as universities, foundations, government, and industry sectors through both written and oral mediums.
- Strong organization, attention to detail, and time management skills with the ability to manage multiple projects within a portfolio.
- Familiarity with the commercialization process for products and development of business.
- Ability to work with sensitive and confidential information. Previous grant management experience within a government agency or university is preferred.
- Ability to maintain flexibility and achieve results in a fast-paced environment.
- An understanding of the public policy and state budgeting process and intermediate technology- based economic development concepts.
- Proficiency in Microsoft Suite (Word, Excel, PowerPoint, Outlook, Sharepoint, Teams) as well as Adobe Acrobat.
- Bachelor's Degree in business, engineering, or finance preferred.

This role is funded through a Strategy Development Grant from the Economic Development Administration for a 24-month term. The term may be extended contingent on continued funding.

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.

To be considered for this position, please apply at:

<https://secure.yourpayrollhr.com/ta/co8056.careers?ShowJob=638098377>