JOB DESCRIPTION:
Troy University’s Small Business Development Center (SBDC) is currently accepting to fill the position of SBDC Center Director. The successful applicant will, under general supervision, execute and administer a program of technical and managerial assistance to business owners and aspiring business owners in a ten-county region of the state of Alabama. This position is part of the Office of Advancement and Economic Development; the incumbent will supervise the work of the SBDC’s Business Counselor(s), Administrative Assistant, student workers and consultants.

Duties and Responsibilities:
The Director leads the daily operations of the Small Business Development Center at Troy University to accomplish the goals and create economic impact for the Alabama SBDC Network. This position serves as the senior small business counselor to provide leadership, technical assistance, and quality training to existing small business owners and aspiring entrepreneurs. The Director maintains an active client referral network and serves as a key small business resource for local economic development, civic, government, and business organizations within an assigned territory in southeast Alabama.

- The incumbent should have the background and experience necessary to lead a small, professional staff and group of consultants, to include:
  - provide high quality, individual expertise to entrepreneurs, business owners, and business managers;
  - analyze situations, make recommendations, and educate clients with regard to business plans, market feasibility, financial viability, operations management, and legal structures;
  - recruit and retain part-time counselors;
  - organize and promote high quality business training programs that are responsive to the needs of the business community;
  - make presentations on small business topics and center services;
  - engage TROY students with SBDC training and initiatives when possible through market research, business plan development, financial analysis, social media planning, HR compliance, or other topics, in alignment with SBDC goals.

MINIMUM QUALIFICATIONS: Master’s degree and five years of related work experience, or a bachelor’s degree and seven years of related work experience. Two or more years of managerial experience. Excellent written and verbal communication skills. Interpersonal skills for interacting effectively with a diverse clientele and the small business community. Valid driver’s license. Competency in the use of videoconferencing technology.

APPLY ONLINE: https://www.troyuniversityjobs.com/postings/29042
All questions regarding this position will be addressed by Troy University.