



Job Position:	Director, Business	Entity:	The Enterprise Center
Location:	Camden; Multiple Locations	Travel Required:	Occasionally
Reports to:	Executive Vice President	Position Type: [i.e.: full-time, part-time, job share, contract, intern]	Full-time

Job Description

The Enterprise Center is looking for a **business development expert** to join our team. The right person will play a significant role as a project manager, cross collaborating with staff on other internal service teams and managing multiple external stakeholders and project partners. These projects will span a wide array of industries and settings that combine growth of minority businesses, access to capitals and contracts, and help to clients of various sizes from local small businesses to multi-million-dollar enterprises. Our teams help minority business owners and entrepreneurs by playing an essential role to moving their businesses forward.

As a member of the business team, you will be responsible for designing and implementing business services that help our clients' growth in business development, financing, and financial management. In applying for this job, you should have a strong grounding in foundational financial principles, demonstration of ability to craft solutions for diverse client and partner experiences, a firm grounding in working with small businesses, significant experience working as a financial expert to business owners, and an innate interest in advancing minority entrepreneurship as economic engines within our urban communities.

While some organizations may view business services as an extension of technical assistance or workforce development, we see it as a foundational aspect of a modern approach to economic wealth creation and advancement of prosperity within traditionally undercapitalized communities. We're interested in meeting experienced professionals who share this view and have the experience to back it up.

Core Responsibilities

- Work collaboratively on service teams that include both consultants and internal colleagues
- Design solutions that incorporate modern financing practices, with a strong understanding of complex business and non-traditional financing systems
- Support or lead project management and project deliverables
- Create deliverables from scratch or manage existing deliverables with varying degrees of oversight, including:
 - Financial and financing-related metrics
 - Client Engagement
 - Revenue generation and project cost containment
 - Project strategy, management, and documentation for communications and compliance



- Clearly and effectively present ideas, project findings, and other deliverables to partners and funders
- Collaborate effectively with development team
- Build and maintain positive relationships with clients
- Participate in creative brainstorming and implementation sessions with internal project teams and external project partners
- Stay up to date on current themes, trends, and technologies related to finance and small businesses.

Qualifications and Preferred Requirements

- Portfolio of work demonstrating experience working with complex projects, project management, collaborating with diverse constituents and beneficiaries, and building strong client and partner relationships
- Minimum of 5 years of relevant experience in business development, finance, and/or consulting practice management
- Uncommon attention to detail with a focus on efficiency
- Track record of meaningful project work and positive professional experiences
- Strong ability to clearly communicate ideas to team members and clients in live presentations
- Proficient in Microsoft 365 Suite, including Microsoft Teams, Office, Excel, etc.
- Proficient in Salesforce or similar database experience.
- Proficient in budgeting and monitoring.
- Experience working within teams that create and use technology or tech-enabled systems or platforms
- Proven ability to support project reporting and compliance efforts
- Proficiency in finance, accounting, and/or budgeting
- Familiarity with designing for underrepresented populations
- Bachelor's degree or equivalent

The Enterprise Center is dedicated to greater diversity and inclusion within our own organization and provides equal opportunity to people of all races, ethnicities, religions, genders, sexual orientations, gender identifications, abilities, incomes, marital statuses, ages, philosophies, disabilities, and veteran statuses.

Interested candidates must submit cover letter and resume with salary requirements to be considered. Please add in the subject line: Application for Director, Business

Resumes and Cover Letters can be sent to: smcinneshin@theenterprisecenter.com