



# MIDDLE MICHIGAN DEVELOPMENT CORPORATION

## **Contractual Position: Rural County Contract Specialist/Field Manager**

The primary purpose of this position is to assess company readiness for growth opportunities in the Defense and Homeland Security sectors and to assist the counties of Clare, Isabella, Arenac, Gladwin and Gratiot in developing a database of manufacturers and businesses for the purpose of facilitating contracting opportunities and industry growth. Additionally, this Field Manager position will assist in coordinating efforts with the economic development organizations representing each of these five counties along with the Saginaw Future Procurement Technical Assistance Center (PTAC) to further secure contracts and pursue opportunities within the Defense/Homeland Security industry.

### **Responsibilities:**

- Develop a database and grading structure for manufacturers and businesses for the purpose of facilitating industry growth in the areas of Defense and Homeland Security.
- Identify potential acquisitions for standard or specialized items, services, and/or construction contracts where specifications have become standardized and established competitive markets and price competition exist.
- Develop relationships with potential suppliers within the five-county region and work closely with each economic development organization team representing the participating counties.
- Provide companies with appropriate resources and documents to streamline coordination with the Saginaw Future PTAC.
- Assist manufacturers and businesses to address their talent gaps and technology needs for the purpose of pursuing industry growth in the areas of Defense and Homeland Security.
- Achieve quarterly milestones and deliverables as outlined in Defense Industry Growth Area Grant.

### **Requirements:**

- Applicant must be a US citizen.
- A bachelor's degree is required from an accredited educational institution from any of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods or organization and management.
- A valid driver's license, reliable transportation with valid auto insurance are required.
- Travel across the counties of Clare, Isabella, Arenac, Gladwin and Gratiot is required.

**Supervisory Status:**

None.

**Preferred:**

One year of experience in contracting, acquisitions or otherwise working with the Defense and Homeland Security industries is preferred.

**This is a grant funded position. The contract period is for 12 months with possible extensions beyond the first year.**

**All interested parties should send their resumes by Friday, November 2, 2018 to the address below.**

**Also, any questions about this position should be directed to:**

**James McBryde, President and CEO**

**Middle Michigan Development Corporation**

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