

Rhode Island Commerce Corporation

Position Title: **Managing Director Business Services**

Statement of Duties

The incumbent in the position will support the Corporation's mission to improve the business environment so businesses can prosper in Rhode Island; direct business advisory and financial programs offered to business clients of the Corporation; develop and execute comprehensive long and short-range financial program, business advisory, and overall customer service plans and strategies. The incumbent will also be responsible to ensure the financial and advisory services are executed in a coordinated manner in order to provide the highest level of customer service.

Essential Functions

- Oversight of financing and business development proposals, negotiation and closings, presentations to approving boards and authorities, compliance, record keeping and implementation as well as understanding of credit and capital needs and trends within Rhode Island and the local New England region
- Provides innovative strategies and guidance to the Executive Director to better align RIEDC and partner programs with Rhode Island business needs, creating new programs that strengthen Rhode Island's business stage continuum.
- Senior liaison with capital providers of debt and equity capital to RI businesses, legislative fiscal staffs, federal and state external agencies, key vendors and private groups
- Develops and maintains strategic partnerships critical to the successful implementation of the corporation's strategic initiatives and program of work.
- Participates and collaborates with the Executive Director and senior staff in the corporation's business development-related initiatives and activities, provides guidance to staff on structure, requirements, content and implementation plans, identifies key stakeholders necessary for execution and implementation. Initiates outreach in conjunction with other senior staff or project manager, and reports and measures results as appropriate.
- Manages and directs management team of Business Services, Business Development & Financial Services. Responsible for the overall direction, coordination, and evaluation. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.