

## GOVERNMENT MARKET SECTOR LEADER

Join our team at TowerPinkster and open a new door to an amazing career! TowerPinkster, an architecture, engineering and interior design firm based in Michigan, is looking for a talented Government Sector Leader to work directly with the business development team and guide new client relationship efforts in the government market sector. This position includes working in one of the Firm's key sectors to identify and develop client and community contacts with long term impact for the future success of the firm. This position favors an experienced, strategic professional with drive, initiative and strong interpersonal skills with the desire to work in a collaborative environment with our team.

Responsibilities include positioning the Firm to cultivate opportunities, requests for proposals, and direct pursuits with clients to remain competitive in the market and enhance our current market practice. It also includes collaborating to develop a strategic marketing plan that guides the market to consistently meet and exceed the Firm's established financial goals. The role includes developing and growing your professional network and capabilities to ensure maximum effectiveness and enhancement of client satisfaction. In addition, we promote collaborating with team members who have the talent and expertise to enhance relationships with current and future clients.

Given the role and responsibilities of this position, the intent is to split time between business development activities and additional responsibilities in the firm which may include project programming, design, project management, or other key roles depending on skills and expertise of the individual. The responsibilities of this position may include, but are not limited to, the following:

### **POSITION RESPONSIBILITIES**

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#### **BUSINESS DEVELOPMENT**

- Lead business development efforts in Government market sectors, and other sectors based on past and current relationships and network.
- Develop standard letter proposals and work with the Marketing team to develop RFQ/P proposal responses for various project pursuits. Lead and provide direction for interview presentations.
- Identify annual sales capture within market sector and set annual sales goals for market.
- Assist in definition of marketing plan for Government sector including project pursuits, advancing expertise, strengthening reputation in sector, and defining advertisements / sponsorships / PR opportunities within sector.
- Establish and maintain positive relationships with City and County jurisdictions, State agencies, municipalities, and other clients and organizations.
- Identify potential community engagement opportunities and methods to enhance your profile in the community.
- Update marketing contacts weekly and attend BD meetings and others as required.
- Participate in speaking engagements and written articles that promote the Firm as an industry expert in market sector.

- Mentor/develop other team members in business development roles and activities.
- Attend industry/market sector conferences for professional growth, networking, and promotion of our services.

## PROJECT ENGAGEMENT

- Work in other roles within a project team which may consist of client management, programming expert, design, technical architecture, quality control, project management, or key skills that result in successful projects and satisfied clients.

## POSITION QUALIFICATIONS

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The requirements listed below are representative of the knowledge, skill, and/or abilities that enable success in this role. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Comprehensive understanding of the business development role with an architecture and engineering firm, and strategies for proactive pursuits of clients and project.
- Proficient with establishing project fees, project schedules, and work plans.
- Excellent verbal and written communication, organization, and time management skills.
- Able to effectively present information and respond to questions from clients, stakeholders, and the general public.
- Strong background and success with project and people management.
- Ability to interact positively and professionally with clients, team members, and partners.
- Must balance time between office locations - Kalamazoo, Grand Rapids, other location[s]
- Participation in professional organization memberships, meetings and conferences.

## EDUCATION/EXPERIENCE

- Bachelor's or Master's Degree in Architecture, Engineering, Interior Design, or Landscape Architecture from a four-year college or university.
- Licensure and/or accreditation from industry organizations.
- A minimum of 8+ years of related experience in the industry.
- Experience with Business Development and Proposal generation.
- Experience with managing and maintaining positive client relationships.
- Experience with all phases of project development; including studies, programming, concept development through construction administration.
- Experience with various project delivery methods.

## TECHNICAL SKILLS

- Knowledge of Microsoft Office, including Word, Excel, Outlook, and Project.
- Knowledge of Revit, AutoCAD, Photoshop, InDesign, etc.
- Knowledge of Google Workspace, including Slides, Docs, Sheets, Forms, Calendar, etc.

## What we offer

- National award-winning culture and a supportive work environment that empowers employees to stay healthy, fulfill their interests and passions, and balance work and life goals.
- Industry leading Total Compensation (Paid Overtime, Performance Bonuses, Profit Sharing)
- Work-Life Balance program providing six (6) additional holidays
- Paid Community Service Hours
- Annual Team Training, Professional Development
- The opportunity to reach your career goals with an award-winning firm

TowerPinkster is a firm of architects and engineers committed to design integrity, quality, and environmental responsibility. Our doors opened in 1953 with just six people and now we have more than 160 of the best employees in Michigan. At our firm, it's our people who make us different. We have the freedom to explore new ideas, the tools to create innovative strategies and the talent to inspire our clients through interactive design. Our expertise and collaborative, client-centered approach means the best ideas rise to the top. TowerPinkster received the 2020 National 101 Best and Brightest Companies to Work for Award and the 2020 Best Firm Award from Zweig Group. We are proud of this achievement and are thankful for our client relationships, our generous communities and all the employees who contribute to TowerPinkster's exciting and creative culture! Our supportive work environment helps employees reach their career goals, and we have fun doing it!

[www.towerpinkster.com](http://www.towerpinkster.com). We are an Equal Opportunity Employer