



## JOB ANNOUNCEMENT

DIVISION FOR BUSINESS AND ENTREPRENEURSHIP | CENTER FOR TECHNOLOGY COMMERCIALIZATION (CTC)

### BUSINESS DEVELOPMENT AND TECHNOLOGY COMMERCIALIZATION CONSULTANT

*Official Title: Outreach Program Manager III | Located in the Milwaukee Area*

The [University of Wisconsin System](#) is one of the largest systems of public higher education in the country and employs more than 39,000 faculty and staff statewide. The UW System institutions' combined headcount enrollment exceeds 170,000. Together, these institutions are a tremendous academic, cultural, and economic resource for Wisconsin, the nation, and the world.

The Center for Technology Commercialization (CTC) operates within the University of Wisconsin System as part of the Institute for Business and Entrepreneurship (IBE). Operations and programs are funded in part through grants from the Wisconsin Economic Development Corporation (WEDC) and the Small Business Administration (SBA). The Center provides hands on guidance and assistance primarily to early-stage, technology-based entrepreneurs to help them assess the feasibility of their ideas, test business hypotheses, and access early funding sources such as the federal SBIR/STTR programs & angel/VC capital. CTC also provides an important connection to specialty service providers to work with these early-stage businesses to help them achieve commercialization success.

#### **POSITION SUMMARY**

The Business Development and Technology Commercialization Consultant (formal title: Outreach Program Manager III) provides technical assistance to innovative, high-growth potential Wisconsin companies. As defined by CTC, a targeted high-growth potential company is innovative, has identifiable potential for high-growth, and the nascent potential to attract capital from outside the local community. The position focuses on providing business and commercialization assistance for technology based companies. The position relies on both their business expertise in commercializing products and strong written and verbal communication skills to counsel Wisconsin high-growth potential companies. Support includes training and business/commercial plan review within CTC's programming. Responsibilities include providing technical business assistance counseling using LEAN Startup and other proven methods as part of CTC's SBIR Advance and Ideadvance programs. The position also assists in the management of various CTC micro-grant and entrepreneur training programs in support of these and other efforts. The position reports to the CTC Senior Technology Consultant and works with others in the organization, within the Institute and across the UW System campuses and the statewide Small Business Development Center (SBDC) network. The position also works with CTC partners and various statewide, regional and local organizations that support entrepreneurs and small businesses including federal SBIR/STTR program managers. The position is located in the Milwaukee area.

#### **MAJOR RESPONSIBILITIES**

- **TECHNICAL ASSISTANCE:** Provide outcome oriented advice to technology based small businesses relating to a variety of issues
- **PROGRAM DEVELOPMENT:** Identify targeted high-impact companies within the region and work with CTC staff to coordinate and plan statewide CTC activities;

**MINIMUM QUALIFICATIONS:** In order to be considered for this position, a candidate must have:

- Bachelor's degree in business or scientific/engineering technology or comparable experience.
- Familiarity in development and commercialization of technologies.
- Background experience in working with small technology based companies.
- Demonstrated project management skills.
- Demonstrated ability to work independently and as a member of a team.
- Demonstrated ability to write logically persuasive text
- Excellent oral and written communication skills, including public speaking.

**PREFERRED QUALIFICATIONS:** A well-qualified candidate will also have:

- Masters or terminal degree in related business or physical sciences, engineering fields.
- Working knowledge or experience in business development, technology analysis, intellectual property protection and licensing, and commercialization of Technology.
- Experience in commercializing technology based products from idea inception, voice of customer, cost analysis, and product launch.
- Experience in obtaining private investment such as Angel funding or Venture Capital.
- Direct experience with I Corps or equivalent Lean Startup programming such as the Lean LaunchPad or demonstrated experience in implementing these methods.
- Demonstrated high-degree of self-direction, initiative and motivation.

### **CONDITIONS OF EMPLOYMENT**

This position is a full-time, salaried (exempt) academic staff position. This is a fixed-term renewable position. The official title is Outreach Program Manager III.

### **COMPENSATION AND BENEFITS**

The successful candidates can expect to make between \$63,513 and \$99,118 on an annual basis commensurate with qualifications and experience. UW System employees receive an excellent benefit package. To learn more about the UWSA comprehensive benefit package, please access [ALEX](#), the UW System's on-line virtual benefits counselor. In addition to ALEX, you can read our benefit summary guide: [Summary - Faculty, Academic Staff & Limited Appointees](#). Furthermore, the [UW System Total Compensation Estimator](#) is a tool designed to provide you with total compensation information.

**WORK LOCATION:** Milwaukee Area with occasional regional and statewide travel requirements.

**SPECIAL NOTE:** Employment will require a criminal background check. It will also require you and your references to answer questions regarding sexual violence and sexual harassment.

**APPLICATION INSTRUCTIONS:** To ensure full consideration, please submit application materials as soon as possible. Applicant screening will begin immediately and be ongoing through FRIDAY, NOVEMBER 1, 2019. However, applications may be accepted until the position has been filled.

1. Go to the UWSA Applicant Portal to submit your materials online. The web address is:  
<https://www.wisconsin.edu/ohrwd/uwsa/careers/current-jobs/apply/>
2. Select the appropriate applicant portal, either External Applicants or Internal Applicants.
3. Locate the position you want to apply for and click on the position.
4. Follow the onscreen instructions; be sure to upload **ALL THREE** of the required documents: resume, cover letter, and references **as PDF files**. Failing to include any of these documents may disqualify your application. Uploading your documents as a PDF is also critical to maintain the formatting of your documents.
  - a. Your cover letter **MUST** specifically address how your education and experience relate to the position and qualifications. Be sure to emphasize the areas outlined under "Minimum Qualifications."
  - b. Your reference page should include the names, addresses, e-mail addresses, and phone numbers for at least three professional references **with at least one being a supervisory reference from your current employer**. You will be notified prior to any reference being contacted.
5. Include a statement of whether you wish to have your application held in confidence or made available to the public upon request. Please note that in the absence of any statement regarding confidentiality, we will assume you do not wish to have your application held in confidence. *The UW System will not reveal the identities of applicants who request confidentiality in writing, except that the identity of the successful candidate will be released. See Wis. Stat. sec. 19.36(7).*
6. Submit your application.

*The University of Wisconsin System Administration is an affirmative action/equal opportunity employer and actively seeks and encourages applications from women, minorities, and person with disabilities.*

Contact: Wanda Manning, HR Generalist, UW System Human Resources, [wmanning@uwsa.edu](mailto:wmanning@uwsa.edu).