Auburn University Job Description

Job Title: Exec Dir,Economic&Business Dev
Job Code: EA55*
FLSA status: Exempt
Job Family: No Family
Grade 39: $90,800 - $151,300

Job Summary
Directs the efforts to organize a network of existing and new service providers to expand Auburn University's role as a driver of economic development in Alabama and share knowledge and expertise with the business community throughout the state and globally in select technology target areas.

Essential Functions
1. Develop methods to increase Auburn University's engagement in economic development both at the local and state level.
2. Define and market opportunities to create knowledge-based jobs across Alabama, using the research capacity of Auburn University as the foundation for growth.
3. Assists industries throughout the State of Alabama expand their own research capacity and improve their competitiveness by connecting industries with the resources of Auburn University.
4. Develop methods and plans to grow the research capacity of Auburn University.
5. Assist in the development of a "technology community" that encourages the commercialization of both university research and industrial research in the local community.
6. Develop methods to assist industry locate consultative and research-related assistance within the university.
7. Develop marketing strategies to ensure the state and local community is aware of the mission, purpose, and capabilities of the Office of Economic and Business Development.

Supervisory Responsibility
Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.
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Minimum Required Education and Experience

<table>
<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
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<tbody>
<tr>
<td>Education</td>
<td>Masters Degree</td>
<td>Graduate degree in Business, Science or related fields</td>
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<tr>
<td>Experience (yrs.)</td>
<td>10</td>
<td>Experience in technology transfer, economic development, and in developing research and/or organizational growth opportunities.</td>
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Substitutions allowed for Education:
Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:
When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge
Knowledge of economic development, contract and grant agreements, technology transfer, marketing, investments and revenue from joint ventures.

Certification or Licensure Requirements
None Required.

Physical Requirements/ADA
No unusual physical requirements. Requires no heavy lifting, and nearly all work is performed in a comfortable indoor facility.

Externally imposed deadlines; set and revised beyond one’s control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires sitting, talking, hearing.

Job occasionally requires standing, walking, handling objects with hands, and lifting up to 10 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/4/2012