



Job Opportunity
Economic Development
Incubator Manager
Part Time/Hourly
Salary commensurate with education/experience
No Benefits

Incubator Manager /Dorchester County- Eastern Shore Innovation Center

This position is responsible for developing, implementing and managing the business incubator located within the Dorchester Regional Technology Park. In addition, this position is responsible for developing, implementing and managing the “innovation network” for Dorchester County. This position is responsible for providing community leadership regarding entrepreneurship and economic development innovations in our region.

Minimum Education: Graduation from an accredited high school or possession of a high school equivalency certificate; and BA/BS degree in Business or related field. Concentration in Business is preferred.

Note: Experience at an executive/management level within a business or government entity may be substituted for the required college degree.

Minimum Experience: 3+ years of full-time business incubation and related program experience. Commercial real estate or property management experience; experience with meeting tenants and customers; project management a plus

Strongly Desired Qualifications:

- Experience in working with start-ups
- Experience in being part of growing company management team with supervisory experience and being a team player
- Technical background with Masters; or bachelor degree in business with 4 – 6 years’ experience
- Previous record of building strong networks with business and academic leaders
- Experience desired in personally owning and/or operating a commercial venture
- Highly proficient in Microsoft software

Certification: Project Management certification is preferred.

NOTE: Credit hours with a major in business from an accredited college may be substituted at the rate of 20 credits for one year of experience for up to two years of the required experience.

Please submit a completed county application, letter of interest and resume to Human Resources, 501 Court Lane, Cambridge, Maryland 21613 by July 13, 2015.

EOE