**POSITION DESCRIPTION**

**Position Title:** Director of Government Products

**Reports to:** President & CEO

**Direct Reports:** 3 FTE’s related to Government Products manufacturing, quality control, and project management. Additional direct labor staff as needed to support production.

**Department:** Government Products

**Classification:** Regular Full Time

**FLSA Status:** Exempt/Salary

**SUMMARY:**

The Director of Government Products (DGP) is responsible for overseeing leadership of all aspects of the Government Products Business Unit, manufacturing under SKILCRAFT and other specialized brands, and directs activities relating to the state and federal government channels we serve. He or she directs related sales, marketing, e-commerce and production operations to drive consistent annual mission, revenue and margin growth. The DGP facilitates the identification, assignment, and development of new products and projects for the federal procurement list. He or she ensures that new and existing projects are completed on schedule while meeting all budget, mission, revenue and margin growth expectations.

**ESSENTIAL FUNCTIONS:**

* Responsible for the overall operation and performance of the Government Products business unit. This includes financial performance, metrics, staff development, and Mission growth.
* Evaluate potential product and service additions for the federal procurement list. Work with National Industries for the Blind and other partners to gain assignments and drive projects from conception to launch. Establish project timelines and ensure critical project schedule milestones are met while also insuring product quality, revenue and margin goals are met.
* Drives to meet annual growth objectives regarding revenue, margin, and the increased employment of people who are blind or visually impaired.
* Works with other senior staff members in the development and formulation of long and short-range planning, policies, programs and objectives.
* Develops an improved production plan. Implement standards and procedures ensuring that products conform to established customer and company quality standards.
* Achieves optimum employee levels of productivity while controlling overhead and raw material costs.
* Continuously improves production processes to maximize accessibility of work for people with any level of visual impairment including no sight.
* Formulates and recommends policies and programs based on Lean methodology to maximize the profitability and competitive positioning of all product and service lines.
* Hires, develops, coaches, and mentors department staff. Develops professional skills and performance by coaching team members to identify, plan, and meet effective short-term and long-term objectives. Consults with Human Resources Department as appropriate.
* Works with Director of Commercial Products in managing various programs essential to production (e.g., LEAN management, 5S, safety, ISO, cost reduction, worker involvement, etc.).
* Initiates and coordinates major projects, (e.g., government product development, installation of capital equipment, major repairs, etc.).
* Performs miscellaneous duties and projects as assigned and required.

**KEY COMPITENCIES:**

* Successful track record in leading, coaching, and developing people to perform at high levels.
* Embracing and practicing Servant Leadership philosophies is a must.
* Successful track record in product development and program mamangement.
* Strong track record in effective project management. The ability to manage multi-faceted projects, establish timelines, and meet deadlines.
* Proven track record in implementing and integrating LEAN principles into operations.
* Demonstrated grasp of basic accounting best practices concerning cost accounting, pricing, sales, and financial reporting.
* Strong background and proficiency in ERP systems.
* A passion and commitment to fulfilling our mission and vision.

REQUIRED EDUCATION AND EXPERIENCE:

* BA/BS in industrial engineering, mechanical engineering, or business administration (highly preferred).
* 5+ years of strong experience in manufacturing management (required).
* 2 or more years in-depth experience with state or federal government procurement contracts (highly preferred).

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to communicate verbally and in writing. The employee is required to be mobile both in and out of doors. This job requires the ability to occasionally lift office products and supplies up to 20 pounds. Frequent and independent out-of-state travel is also required.

*The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and the requirements of the job change.*

Beyond Vision abides by the requirements of federal laws which prohibit discrimination of individuals with the following legally protected status: race, color, religion, sex, sexual orientation, gender identity, national origin, disability and protected veterans. Beyond Vision also abides by affirmative action requirements to employ and advance in employment qualified individuals without regard to race and sex (per Executive Order 11246), disability (per 41CFR 60-741.5(a), and protected veteran status (per 41CFR 60-300.5(a).