**POSITION DESCRIPTION**

Position Title: Business Development Professional

Reports to: Sales and Marketing Leader

Direct Reports: None

Department: Sales/Marketing

Classification: Regular Full Time

FLSA Status: Exempt/Salary

SUMMARY:

The Business Development Professional is responsible for promoting Beyond Vision’s Government products and services through effective B2B and/or B2G sales strategies. He or she will manage the selling process from lead generation through closure of sale. He/she will develop ongoing profitable relationships with new and potential customers and continually maintain a professional and positive image for Beyond Vision. Revenues brought in by this position will allow Beyond Vision to maintain and expand employment opportunities for people who are blind or visually impaired. A passion for our mission, effective presentation skills, and a drive to meet established revenue targets are critical for the success of this professional.

ESSENTIAL FUNCTIONS:

1. Generate and develop new customer accounts to increase revenue by developing and fostering a network of appropriate referrals.
2. Create and maintain accounts in CRM program. Closely track all subsequent contacts, opportunities, and other related activity.
3. Actively network in-person and online to develop and nurture new leads. Arrange and facilitate tours of Beyond Vision.
4. Qualify opportunities to determine their potential. Coordinate with appropriate business unit leader and management in identifying and targeting new business prospects.
5. Effectively manage the sales process from lead development to accepted proposal. Work with business unit leader and accounting team in setting up new customers.
6. Develop clear and effective written proposals/quotes for perspective customers. Work with internal partners to develop profitable and successful proposals.
7. Display strong communication skills with internal and external customers through active listening, awareness of self/others, understanding of needs, and through persuasion that drives results.
8. Develop effective multi-media presentations for delivery at Beyond Vision, on customer site visits, and via videoconference as appropriate. Effectively showcase Beyond Vision’s mission and full line of relevant products and services.
9. Maintain accurate records including expense reimbursement reports. Submit these reports in a timely manner.
10. Serve as an ambassador of Beyond Vision to the business community at large. Promote the positive brand of Beyond Vision and the abilities of people who are blind or visually impaired.
11. Keep well-informed of trends in outsourcing, market conditions, competitive activities, and promotional opportunities through the reading of pertinent literature and regular consulting with business unit leaders.
12. Travel frequently and independently to meet with business prospects and to participate in trade shows and conventions.
13. Successfully navigate Fed Biz Ops and other government business portals in search of potential contracts and solicitations. Check regularly, set up alerts, and optimize all possible software tools to evaluate and prioritize resulting opportunities.

KEY COMPETENCIES:

* Strong networker with the ability to develop effective customer relationships.
* Tenacity! The ability to maintain momentum at every checkpoint in order to turn the highest number of leads into satisfied customers.
* Team player with the ability to work with a multidisciplinary team in turning prospects into new business.
* Good computer skills and the ability to leverage technology to maximize business development efforts.
* A passion for our Mission and a “Mission First” approach to work and success.

REQUIRED EDUCATION AND EXPERIENCE:

* 2- or 4-year degree in business, marketing, or related field preferred.
* Three or more years of business development experience in a B2B or B2G environment (preferred)
* Successful track record of utilizing a CRM to manage the business development process
* A clear record of goal attainment and the ability to explain the obstacles to any goals not realized

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to communicate verbally and in writing. He/she is required to sit for extended periods of time. The employee is required to be mobile both in and out of doors. Frequent local and out-of-state travel is required. This job requires the ability to occasionally lift office products and supplies up to 20 pounds.

*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).*