



## Job Opening

**Job Posting:** 11/19/2021

**Application Deadline:** 30 days or  
until position is filled

**JOB TITLE:** EVP, Small Business & Technology Development

**LOCATION:** NYC

**DEPT:** Small Business & Technology Development

### **BASIC FUNCTION:**

The mission and purpose of the Division of Small Business & Technology Development is to provide providing support to small businesses across New York State in three areas: (1) Access to Capital, (2) Entrepreneurial Development and (3) Commercialization and Technology Assistance. The programs provided by the Division are to stimulate business growth that leads to the creation of permanent jobs, sustainable business enterprises and new innovation sectors.

### **WORK PERFORMED:**

- Oversee the Division of Small Business including the (1) Capital Access Programs such as Community Development Financial Institutions, Revolving Loan Funds, Linked Deposit, Job Development Authority, Community lending programs, (2) Entrepreneur Development Programs such as Entrepreneurship Assistance Centers, Procurement Assistance, Business Mentor NY, (3) NY Ventures focusing on equity programs, (4) NYSTAR programs focusing on commercialization and technology assistance, and (5) Life Science Initiative and any other programs aimed at small businesses and technology innovation.
- Advise and make recommendations to the CEO & President on matters affecting the small businesses of the State and promote and encourage the protection of the legitimate interests of small businesses within the State, including developing and implementing new programs and policies to encourage growth of small businesses and innovation economy.
- Ensure effective coordination and integration of activities between ESD staff, Executive Chamber, agency specialists and other public and private stakeholders and organizations
- Coordinate with State agencies performing functions affecting the operation of small businesses in the State.
- Effectively coordinate with representatives from counties, municipalities, universities, and not-for-profits that are involved in small business development
- Engage and develop long-term working relationships with local, state, and federal resource partners.
- Promote and originate loans, grants, equity investments and other ESD assistance to small businesses, universities, business associations and community development organizations targeting small business, innovation sectors and underserved populations.
- Manage the directors and staff working on Capital Access, NY Ventures, Entrepreneur Development & Operations, NYSTAR and Life Science Initiative.

## **EDUCATION & REQUIREMENTS:**

### Minimum Requirements:

Education level required (*education required for this position*):

Masters' degree in government, business, public administration, economics or related fields.

Equivalent Experience required (*include no. of years required*): 8+ years

- Extensive experience with finance, economic development issues and public policy.
- Experience managing a large staff with diverse functions.
- Experience running a sizable business enterprise.

### Knowledge Required

- Working knowledge of business finance, management and operations.
- Intimate knowledge of government and its various processes.
- Understanding of the small business lending and equity processes.
- Command of economics, trade, investment and public finance

**APPROXIMATE HIRING SALARY:** Commensurate with Experience (w/ comprehensive benefits package)

**External Candidates:** Send resume or inquire to HR: [resumes@esd.ny.gov](mailto:resumes@esd.ny.gov), indicating job title in subject line and salary requirement in email body

**Internal Candidates:** Complete [Posting Application](#) and attach a copy of resume

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO DIVERSITY**