

### Job Opening

**\*\*This position is under a Federal grant with anticipated duration of 18+ months**

**Job Posting:** December 2021

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

**JOB TITLE:** Entrepreneurship Navigator

**LOCATION:** Albany or NYC

**DEPT:** Division of Science, Technology & Innovation (NYSTAR)

### **BASIC FUNCTION:**

NYSTAR funds over 70 centers that support the New York State innovation ecosystem. Reporting to the Senior Vice President of NYSTAR, this individual will coordinate efforts to accelerate emerging company growth. Companies will be invited to a central location to receive guidance/assistance to address challenges they face. This position will be responsible for handling functions/activities necessary to ensure the success of this program. This effort will be focused on potential manufacturing companies and technology that may support manufacturing.

### **WORK PERFORMED:**

- Provide weekly update to SVP and prepare relevant reports as necessary.
- Engage incubators, accelerators, and organizations focused on underserved populations.
- Assist entrepreneurs with developing a commercialization roadmap to accelerate growth.
- Identify commercialization bottlenecks across NY and develop/connect with programs that alleviate those needs (pilot content)
- Leverage partners to provide entrepreneurial training, workshops, and engage other effective programs.
- Identify feeder networks (commercialization competitions, SBIR awardees, Hot Spots & Certified Incubators etc.) to identify and assist promising start-ups.
- Work closely with NYSTAR team to coordinate efforts.
- Track all company engagement and assistance provided, documenting likely keys to success or causes of start-up failure.
- Travel primarily in-state.
- Present at meetings highlighting program and learnings.
- Oversee and undertake special projects or initiatives as needed.
- Other duties as assigned.

**Position expected to work onsite and/or remote consistent with NYS and ESD guidelines and needs.**

### **EDUCATION & REQUIREMENTS:**

Education Level required: Bachelor's degree in STEM related field

Relevant experience required: 3+ years' experience with commercialization and entrepreneurial efforts.

**APPROXIMATE HIRING SALARY:** \$75,000 (w/ comprehensive benefits package)

### **INQUIRE**

Sarah Allende – HR Recruiter, Human Resources Dept.

**External Candidates:** *Send resume to [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*

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