



Application Process:

Email cover letter and resume to:

[Jack.Scatizzi@missouritechnology.com](mailto:Jack.Scatizzi@missouritechnology.com)

## Senior Program Manager (SSBCI) Missouri Technology Corporation

The Missouri Technology Corporation (MTC) is a public-private partnership created by the Missouri General Assembly to promote entrepreneurship and foster the growth of new and emerging high-tech companies in the State of Missouri. MTC seeks a highly motivated, self-driven, organized candidate ideally with strong ties to the Missouri entrepreneurial ecosystems to be responsible for multiple programs funded through the federal [State Small Business Credit Initiative \(SSBCI\) Program](#) (see description below). **Please note that MTC has a residency requirement. All candidates must currently be a resident of Missouri or willing to relocate immediately to qualify for the position.**

Established in 1994, MTC provides statewide leadership in the entrepreneurial community through strategic investments by its IDEA Fund, a statewide venture capital fund; its Missouri Building Entrepreneurial Capacity (MOBEC) program to invest in entrepreneur support programs and infrastructure; and the local innovation center programs. The IDEA Fund launched in 2010 has backed some of Missouri's most successful technology startup companies and now represents a portfolio of over 135 companies. The IDEA Fund investments have leveraged over \$1Bn in private capital and supported the growth of some of Missouri's most high-profile and successful technology startups of the past decade, including Benson Hill Biosystems, PayIt, LockerDome, MediBeacon, Newsy, and Confluence Life Sciences. The IDEA Fund has been recognized by the U.S. Department of Treasury as one of the most successful state-backed programs for attracting private capital to grow early-stage technology companies, and by PitchBook for being among the most active venture investors in Missouri.

The American Rescue Plan Act of 2021 reauthorizes and expands the [State Small Business Credit Initiative \(SSBCI\) Program](#), which was originally established in 2010. SSBCI will provide a combined \$10 billion to states, the District of Columbia, territories, and Tribal governments to expand access to capital for small businesses emerging from the pandemic, build ecosystems of opportunity and entrepreneurship, and create high-quality jobs. SSBCI provides recipient jurisdictions funding for: (1) credit and investment programs for existing small businesses and start-ups, and (2) technical assistance to small businesses applying for SSBCI funding and other government small business programs.

### ***SSBCI Program Manager Position***

The Senior Program Manager will report directly to the Executive Director and is a full-time, exempt position (exempt from earning overtime).

***Location:*** Missouri

***Salary and Benefits:*** Candidates will be compensated based upon experience with an annual salary ranging from \$70,000 - \$95,000, along with full medical and dental insurance, 401k, paid time off, and paid holidays.

***Travel Requirements:*** Occasional overnight travel for out-of-state meetings, and semi-regular travel throughout the State of Missouri.

***Residency Requirement:*** Must currently be a Missouri resident or willing to relocate to the State.



**Main Responsibilities:**

In this position, you will be responsible for:

- Providing leadership throughout the life cycle of the federally funded SSBCI Program. Including the initial development, launch, and oversight of all projects and programs supported with the SSBCI federal funding. Including projects and programs directly managed by the MTC and ones managed by to be identified partner organizations. This will require both high-level strategic planning and detail-focused program management skill sets.
- Acting as a principal advisor to MTC and other stakeholder leadership regarding the SSBCI program direction. Including managing milestones, timelines, compliance with all federally mandated reporting requirements, and additional available resources.
- Maintaining strong relationships with stakeholders by managing collaborative efforts.

**Essential Competencies:**

- Clear, effective, and organized written and verbal communication.
- Ability to interact with policymakers at the local, state, and federal levels, including both legislative and executive branches.
- Ability to work independently on complex and confidential projects without detailed instruction.
- Proficient in standard office management, communications, presentation, and productivity tools.
- Ability to travel as needed for the performance of duties.

**Qualifications/Evaluation Criteria:**

- Bachelor's degree from an accredited college or university is required.
- At least 7 years of program management experience is required; preferably in public policy, entrepreneur support, and/or early-stage investment.
  - Project management certification (PMP/PMI or others) is desirable but not required.
- Experience with early-stage investment programs and ties to the Missouri entrepreneurial ecosystem is desired.
- Experience with federally funded or state-funded programs is desired.
- Experience with marketing or communications is desired.
- Commitment to growing entrepreneurial impact in Missouri is required.
- Must possess a valid driver's license and access to a dependable vehicle for work-related travel.

**Interested candidates should submit a resume and cover letter to,**

**[jack.scatizzi@missouritechnology.com](mailto:jack.scatizzi@missouritechnology.com).**

**Screening is to begin immediately, and the position will be open until filled. Resumes received by January 24, 2022, will receive the fullest consideration.**

**Equal Employment Opportunity Employer**

*MTC is committed to a policy of Equal Employment Opportunity and will not discriminate against an applicant or employee based on race, color, religion, creed, sex, national origin, ancestry, citizenship status, pregnancy, childbirth, physical disability, mental and/or intellectual disability, age, military status or status as a Vietnam-era or special disabled veteran, marital status, registered domestic partner status or civil union status, gender (including sex stereotyping and gender identity or expression), genetic information, sexual orientation, or any other legally recognized protected basis under federal, state or local law.*