



1501 Wilson Blvd. Suite 910
Arlington, VA 22209
202-828-1600
www.mdic.org & www.nestcc.org

Title: Business Development Manager	Job Code: Full Time Exempt
Reports to: Director of Business Development, NESTcc	Revision Date: December 2019

Organization Overview

The Medical Device Innovation Consortium (MDIC) is the first-ever 501(c)3 public-private partnership created with the sole objective of advancing medical device regulatory science for patient benefit. As a membership-based organization, MDIC brings together representatives of the Food and Drug Administration (FDA), National Institutes of Health (NIH), Centers for Medicare & Medicaid Services (CMS), industry, non-profits, and patient organizations to improve the processes for the development, assessment, and review of new medical technologies. Our work is unique and complementary to trade associations such as the Advanced Medical Technology Association (AdvaMed) and the Medical Device Manufacturers Association (MDMA). Members of MDIC share a vision of providing U.S. patients with timely access to high-quality, safe, and effective medical devices.

In September 2016, the FDA awarded a grant for the National Evaluation System for health Technology Coordinating Center (NESTcc) to MDIC. The mission of NESTcc is to accelerate the development and translation of new and safe health technologies, leveraging Real-World Evidence (RWE) and innovative research. Stakeholders across the medical device ecosystem stand to benefit from improved use of RWE generated in the routine course of care.

Position Overview

The Business Development Manager will report to the NESTcc Director of Business Development and provide overall support for prospecting, lead generation, and account management activity to assist in the ongoing efforts to commercialize the services available under the NESTcc umbrella. Those services include supporting the development and translation of new and safe health technologies, leveraging Real-World Evidence (RWE), and innovative research.

While working collaboratively with the Business Development team on identified objectives, this position will primarily support NESTcc priorities as they relate to stakeholder engagement, to include identifying potential opportunities to build the pipeline of engagement by the Director of Business Development.

The successful candidate will be able to attract new clients, as well as build and maintain relationships with the organizations that engage with NESTcc. Other duties will include supporting the development of business strategies and presentation materials, independently managing projects, and identifying new business opportunities. Additionally, the applicant will be resourceful, organized and motivated to increase sales, enhance NESTcc's positioning in the marketplace, and explore new and creative ways to market our services. A background in sales or marketing is strongly desirable.

Objectives and Responsibilities

- Support the Director of Business Development in the implementation of sales strategies and NESTcc initiatives.
- Advance the organization's vision and mission, seeking to accomplish set goals and objectives.
- Conduct market research and identify potential clients.
- Cultivate strong relationships with new clients, while maintaining existing client relationships.
- Organize and maintain client information in the CRM database.
- Work closely with staff across departments to implement growth strategies.
- Develop and implement sales strategies, client service and retention plans, and analyze sales data to inform or update marketing strategies.
- Assist with drafting business plans, sales pitches, presentations, reference material, and other documents as required.
- Manage multiple projects concurrently and meet deadlines.
- Identify new business opportunities and partners.
- Demonstrate strong interpersonal skills with the ability to engage effectively with various levels of management, staff, and clients.
- Coordinate, execute, and facilitate meetings with external partners and stakeholders.
- Inform NESTcc communications strategy through the collaborative development of sales collateral, digital content, and conference sessions.
- Represent NESTcc and MDIC at conferences and other events and meetings.
- Collaborate with staff within NESTcc and across MDIC in implementing program activities.
- Contribute to the overall development of the organization, taking on responsibility or additional duties that may fall outside the general duties listed above.
- Other responsibilities as assigned.

Requirements

- Bachelor's Degree in Business Management, Marketing, or related field. Master's degree preferred.
- 3 to 5 years of relevant work experience in business development or similar field preferred.
- Excellent written and verbal communication skills.
- Ability to multitask and work under pressure.
- Strong organizational and time management skills.
- Friendly and personable demeanor.
- Professional experience in health care, medtech, or life science industry is a plus.
- Ability to maintain confidentiality, discretion, and judgment in dealing with confidential and sensitive matters in all aspects of work.
- Excellent verbal and written communication skills with the ability to write succinctly and quickly.
- High level of comfort interacting with clients, stakeholders, and external health system networks.
- Organized, detail-oriented, and takes initiative.
- Ability to be flexible and work collaboratively as a team within a dynamic, startup work environment that includes virtual team members.



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- Experience with a variety of web-based tools, including Salesforce, Box.com, and Microsoft Office Suite (i.e. Outlook, Word, Excel, PowerPoint), and ability to adapt to new collaborative technologies as they become available.
- Self-directed team player with a sense of humor.

Reporting Relationships

- This employee will report to the NESTcc Director of Business Development.
- This employee will work closely with Marketing and Business Development.

NOTE: This scope of services is not intended to be all-inclusive. Individual may be asked to perform other related duties as required to meet the ongoing needs of the organization.

To apply, please submit a resume and cover letter by email to: careers@mdic.org