Definition of Class
This is a supervisory position in which the incumbent directs the activities of the industry cluster program of EIGS. The incumbent frequently exercises discretion and independent judgment in planning and implementing short-term and long-range strategic programmatic and funding goals for the division. Responsibilities include fiscal management for the program; formulating and implementing programmatic and funding goals; developing and maintaining relationships with constituents in local, state, and federal agencies and industry clusters to promote the program and identify funding opportunities.

Examples of Work Performed
Creates the vision for the program and establishes strategic plans for growing, maintaining, developing, and serving Mississippi Geospatial Industry Cluster.
Generates and analyzes reports to evaluate the progress of the program; identifies problem areas and implements policies and guidelines to increase efficiency and productivity.
Plans and implements short-term and long-range programmatic goals to ensure success of the program.
Assists in identifying potential cluster members and formulates policies for working with the geospatial industry clusters.
Represents the program at state and national levels to promote the program and identify funding sources.
Provides fiscal management by establishing the program budget and maintaining fiscal integrity of the program.
Researches, formulates, and implements funding opportunities for the program and industry clusters. Identifies outside sources of funding for the business development component of EIGS.
Interacts with industry cluster members to assist with company growth and to encourage self-sufficiency.
Manages the operation of the division; establishes guidelines and policies; works with staff to set goals and meets with them regularly to ensure goals are met.
Performs similar or related duties as assigned or required.

Essential Functions
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Plans and implements short-term and long-range goals for the division.
2. Provides fiscal management of the program.
3. Manages the operations of the EIGS program.

Minimum Qualifications
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related
education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements:** These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

- **Physical Exertion:** The incumbent may be required to lift up to approximately 40 pounds.
- **Vision:** Requirements of this job include close and distant vision.
- **Speaking/Hearing:** Ability to give and receive information through speaking and listening.
- **Motor Coordination:** While performing the duties of this job, the incumbent is frequently required to sit; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms. The incumbent is periodically required to talk and hear. The incumbent is occasionally required to stand; walk; and stoop, kneel, crouch or bend.

**Experience/Educational Requirements:**

- **Education:** Bachelor’s Degree from an accredited college or university.

  AND

- **Experience:** Five (5) years of experience as related to the above described duties.

- **Substitution Statement:** Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

**Interview Requirements**

Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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