



Architects • Engineers • Surveyors

Director of Educational Design

Pickering Associates has an opening for a Director of Educational Design to obtain and lead our Educational Sector in West Virginia, Ohio and beyond. We are seeking a candidate with 10+ years of educational project construction experience who works well with clients, teammates and enjoys interacting with others! The successful candidate will work with many dynamic Architects and Engineers on an array of projects. This opening is a full-time role located in one of our WV offices that will require frequent day travel reporting directly to the CEO.

General Responsibilities include but are not limited to:

- Determine the direction of Pickering Associates Educational Sector through the following tasks:
 - Developing and Implementing a Sales and Marketing Plan.
 - Development and oversight of the Sales and Marketing Budget.
 - Select which projects to pursue in the Qualifications Based Selection (QBS) Process.
 - Review and approve Qualifications packages developed by our Marketing Team.
 - Work with Educational Clients outside the QBS process to support Capital and Maintenance projects.
- Attend Trades shows and Conferences as required to further develop the Brand of Educational Design at Pickering Associates.
- Ability to work well with all levels within organization and with prospective and existing clients.
- Client Relationship Management.
 - Retention
 - Attraction
- Sign Technical proposals for your Sector.
- Contract Risk Management Review.
- Project Management for the Educational Sector.
- Opportunity Management.
- Other responsibilities as assigned.

Qualifications:

- 10 years of proven educational construction experience.
- Minimum Bachelor's degree in related field, desired.
- Experience with client interactions and ability to lead a team.
- Excellent interpersonal and communication skills.

Equal Opportunity Employer