



Director of Industrial Design

Pickering Associates has an opening for a Director of Industrial Design to lead our Industrial Sector in West Virginia, Ohio and beyond. The Sector Director is the external leader for the Industrial market sector, serving as the primary point of contact for clients and industry partners. This role drives sector growth through business development, client engagement, and strategic oversight of projects. This opening is a full-time role located in our Parkersburg, WV office that will require frequent day travel reporting directly to the CEO.

General Responsibilities include but are not limited to:

Strategic Leadership & Sector Growth

- Develop and maintain a long-term vision and growth plan for the sector.
- Serve as the primary face of Pickering Associates to clients, partners, and industry groups as it relates to the sector.
- Attend relevant trade shows, conferences, and networking events to strengthen presence and pipeline.
- Track and report on sector metrics.

Client Engagement & Relationship Management

- Cultivate and manage key client relationships to build trust and drive repeat business.
- Serve as the client's primary point of contact before, during, and after project execution.
- Manage client expectations throughout the project, using input from the internal team to keep communication accurate and timely.
- Lead negotiations and finalize project agreements that clearly define scope, schedule, and budget.
- Stay engaged with clients post-project to maintain relationships and develop new opportunities.

Project Initiation & Handoff

- Coordinate development of project scope, budget, and schedule in collaboration with the client.
- Ensure Design Team are fully informed of project expectations.

Internal Collaboration & Execution Oversight

- Ensure proper handoff to the sector Assistant Directors.
- Remain involved in Sector projects – leading in resolving project issues relating to scope interpretations, budget and schedule expectations between internal team and client.
- Attend project meetings as necessary or when requested by Assistant Director.
- Provide oversight and set expectations of sector assigned Assistant Director(s).
- Provide clear expectations for weekly reports from sector Assistant Director(s) to stay updated on scope, schedule, and budget alignment.

Budget, Contracts, & Financial Coordination

- Lead development of contract terms during project setup.
- Complete Sector billing, accurately and in predetermined timeframe.
- Maintain a working understanding of how Director actions impact organizational finances.



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Architects • Engineers • Surveyors

Communication & Leadership Standards

- Maintain consistent communication practices across all projects and sectors.
- Ensure backup and redundancy are built into workflows to avoid delays when unavailable.

Qualifications:

- Bachelor's degree required.
- Previous Industrial Plant Experience required.
- Industrial Capital Project Experience as the Project Manager or the Project Lead.
- Demonstrated experience in managing and leading internal project teams.
- Proven track record of success in Business Development roles.
- PMP or other leadership certifications are recommended for this position.

Equal Opportunity Employer