



TECHNOLOGY ASSOCIATE

Background

SpringBoard is a program of the Juneau Economic Development Council that operates as one of five Partnership Intermediaries nationwide to assist the US Department of Defense (DoD) transfer and commercialize technologies developed through the research, inventions, patents and facilities of DoD laboratories. SpringBoard's major program objectives aim to maximize global economic competitiveness while meeting DoD mission critical and dual use needs.

SpringBoard works *nationwide*. Our location in Alaska allows us to connect Alaskan entrepreneurs with a wealth of DoD research, inventions, patents, and laboratory facilities that open doors to commercialization and licensing opportunities, employment, and economic growth. Alaska also offers diverse and challenging environments that laboratories need to test developing technologies.

Juneau Economic Development Council (JEDC) is a private, non-profit economic development company and manages a broad range of economic development activities. SpringBoard is currently developing its Partnership Intermediary role with other government agencies, such as Homeland Security and the US Department of Agriculture.

Summary

Technology Associate will assist Technology Transfer team to:

- Help Alaskan companies grow through licensing and commercialization of appropriate Department of Defense technologies; and
- Facilitate joint research and development projects between Defense Department (DoD) laboratories and private companies.

Essential Job Functions

- Perform technological and marketing research for inventions and intellectual property developed by Alaskan companies and government laboratories
- Draft initial license agreements and cooperative research and development agreements
- Draft initial commercialization plans for new technologies
- Make recommendations for additional support and/or services to enhance the viability of Alaskan companies working with DoD labs
- Record and maintain up-to-date information on developing projects
- Other duties as assigned

Scope of Responsibility

Knows the policies, procedures and practices necessary to conduct essential job functions. Is aware of the role of the position and its potential impact on programs and financial condition of the organization.

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Decision Making

Carries out duties and responsibilities under the supervision of Technology Manager. Makes decisions and establishes work priorities consistent with SpringBoard team.

Authority

Does not direct the activities of staff or a function.

Communication

Exchanges routine information in an appropriate manner.

Qualifications Required

- U.S. Citizenship
- B.S. degree in engineering, chemistry, biology or physical science
- Excellent communications skills, including high level writing skills, especially technical writing
- Exceptional organizational skills, time management and strong ability to manage details
- Team player with a proven ability to interact with all levels of staff and constituents from diverse communities
- Ability to exercise discretion and maintain confidentiality
- A commitment to the mission of the Juneau Economic Development Council

Qualifications Desired

- MBA degree
- Exposure to technology transfer in a university setting
- Exposure to intellectual property issues
- Exposure to industrial R&D or technology acquisition activities
- Work with a venture capital firm financing technology start-ups a plus

Compensation and Benefits

This is a permanent, full-time, non-exempt position based in Juneau, Alaska with occasional travel.

The salary offered is based on the applicant's education level, experience and other attributes. JEDC offers outstanding benefits including medical, dental and vision insurance for employees who work over _ time; a generous retirement contribution; holiday pay and progressive amounts of annual leave based on years of service.

Employment at the Juneau Economic Development Council is contingent upon successful completion background screening as well as successful past employer reference checks. All employment at the JEDC is "at will" and may be terminated by either the employee or the employer at any time for any reason, with or without cause, with or without prior notice or warning.

Equal employment opportunity and having a diverse staff are fundamental principles of the JEDC.