



Position Announcement: Collaborative Broadband Project Director

Located in: Raleigh, NC

Background

Since 1987, the NC Rural Center has worked to improve the quality of life for the state's rural people and places. We operate with the core belief that our rural communities have inherent cultural value and are vital to the overall economic health of our state. We recognize that the changing landscape of rural North Carolina brings with it significant challenges, but we also believe in the resiliency of our state's rural people and their dedicated stewardship of the communities they call home.

The Mission

The mission of the NC Rural Center is to develop, promote, and implement sound economic strategies to improve the quality of life of rural North Carolinians. They serve the state's 78 rural counties, with a special focus on individuals with low-to-moderate incomes and communities with limited resources.

Position Overview

The Collaborative Broadband Project Director*, reporting to the vice president of programs & strategic partnerships, will coordinate the creation, development, operations, and implementation of the center's program to facilitate the construction of last mile broadband infrastructure in North Carolina's rural counties. This position will work with regional and local government officials to coordinate and facilitate the operations and activities of a regional broadband initiative, including strategic planning, establishing budgets and cost estimates, and reviewing and executing vendor contracts. The Project Director will develop a deep understanding and excellent working knowledge of the NC Rural Center broadband planning and implementation process and will assist local and regional governments in the formation of county and regional broadband Action Teams that will be conduits of information on the broadband planning and implementation process to their greater communities.

**This position is supported by project-based funding for a term of 18 months, with a possible extension based on funding availability.*

Duties & Responsibilities

1. Prepare and deliver presentations and provide facilitation of group meetings/discussions to regional and local government leaders regarding the Rural Center broadband planning and implementation process and report on regional and/or local government's progress in attaining secure, sustainable and scalable broadband service for citizens, businesses, government, community in the region/locality.
2. Research, evaluate, and administer the receipt of proposals to address both short-term broadband

gaps and long-term needs of residences, businesses, government and/or community anchor institutions in the region, with the assistance and guidance of local leaders.

3. Administer a proposal request process; coordinate bid solicitation and proposal evaluation, and help negotiate and monitor contracts.
4. Research, evaluate, and prepare presentations for regional and local government leaders related to federal, state, local and private grant and allocation funding focused on deployment of broadband infrastructure and digital adoption/digital equity programs.
5. Recommend and provide a path to implementation of actions regional/local governments can take to promote and encourage equitable, affordable access to broadband services; review broadband regulatory requirements and implement policies and practices to address regulatory requirements imposed at the Federal, State and Local levels; build relationships and coordinate with the development community, local businesses, government partners and regional/local governments.
6. Promote a culture of teamwork and communication by working collaboratively and treating coworkers with respect and dignity while maintaining an open mind to diverse voices and ideas.
7. Maintain proficiency by attending training and meetings, reading materials, and meeting with others in areas of responsibility.
8. Monitor and evaluate program effectiveness and outcomes for continuous improvement.

Hiring Requirements & Attributes

- Knowledge of:
 - applicable local, state and federal laws, rules, and regulations (including applicable FCC regulations);
 - managerial principles, practices and techniques;
 - modern broadband industry practices; including technical, economic and competitive trends in the broadband industry;
 - community engagement principles and practices;
 - computer hardware, software, networking and systems technology principles and design concepts; and methods and techniques of communications technology.
 - Some knowledge of broadband network operations, and service provider business models.
 - Understanding of best practices around service level agreements, accountability measures for broadband service providers and negotiating last mile service agreements required.
- Education and Experience:
 - Bachelor's degree in Business Administration, Computer Science, Information Services or a related field or the equivalent to a four-year university education in Business Administration.
 - Minimum of eight (8) years of experience in complex project management, broadband marketing, sales and operations, implementation, network, and systems management.

Compensation and Benefits: This position is supported by project-based funding for a term of 18 months, with a possible extension based on funding availability. The Center's goal is to use this pilot project to spearhead a long-term program at the Rural Center. The NC Rural Center offers excellent benefits and salary commensurate with experience. Benefits include health, vision and dental insurance, retirement contributions, holidays, and paid-time off. The NC Rural Center is an equal opportunity employer.

How to apply:

- Prepare a cover letter and resume, and email them as a Word or PDF document to HR@ncruralcenter.org; the subject line of the email should include your name and the position title.
- Applications will be reviewed on a rolling basis and the position will remain open until filled.

- For questions not covered above, you may contact Misty Herget, vice president of programs & strategic partnerships, by emailing mherget@ncruralcenter.org.