**Small Business Consultant - Hagerstown, MD**

The Maryland Western Region Small Business Development Center (SBDC), located at Frostburg State University, seeks applications for a Small Business Consultant. This is a full-time, exempt position **based in Hagerstown, MD** and includes University System of Maryland [benefits](http://www.frostburg.edu/hr/hr-service-areas/benefits/) package.

**Responsibilities**: Provide management and technical assistance to small businesses, both startups and companies already in business. Package loans. Client management via one-on-one counseling and training classes. Document client activities. Outreach via marketing and informing of federal and state legislators. Maintain professional development.

**Minimum Qualifications:** MBA or Master’s degree in related field. At least five years of relevant business experience. Proficiency in Microsoft Office (particularly Word and Excel). Interpersonal skills to interact with a variety of clients; excellent oral and written communications skills.

**Preferred Qualifications:** Five years of business ownership experience. Knowledge of the economic development community in Washington County and an understanding of licensing and regulatory requirements, especially in technology.

Visit <https://frostburg.peopleadmin.com> to apply.   
Application deadline is August 17, 2015.

Frostburg State University welcomes and encourages women, veterans and minorities to apply and seeks to recruit and retain a   
diverse workforce. FSU is an [Equal Opportunity Employer](http://www.frostburg.edu/admin/compliance/). Appropriate auxiliary aids and services for qualified individuals with disability will be provided upon request. Please notify us in advance.   
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