**SBDC Regional Service Center Director**

Miles Community College is seeking a highly motivated individual for the position of Regional Service Center Director of the Small Business Development Center serving the counties of Carter, Custer, Dawson, Fallon, Powder River, Prairie, Rosebud, Treasure, and Wibaux. Responsibilities include but are not limited to: collaborating with the SBA through the SBDC Lead Center to develop and provide informational and financing tools to assist individuals with pre-business start-up planning and existing business expansion; providing confidential counseling services on a non-fee basis; developing workshops and seminars for pre-venture and business start-ups; and adhering to the Montana SBDC Program Standards and Policies.  Minimum requirements include a Bachelor’s Degree in Business Administration or equivalent and related field and at least 5 years of experience in commercial or community lending, accounting, financial analysis, business plan preparation, consulting, or management.  Local travel required.

**Application Process:**  To apply for this position, please send a letter of interest, résumé, list of three professional references, unofficial college transcripts, and a completed MCC application to Kylene Phipps, Human Resources Director, Miles Community College, 2715 Dickinson Street, Miles City MT 59301 or you may e-mail your application materials to humanresources@milescc.edu. Application review will begin June 9, 2017.

For further information about this employment opportunity and a MCC application please view our website at [www.milescc.edu](http://www.milescc.edu).

Miles Community College is an equal opportunity employer.