

Chicago, June 6th 2019

Italian Global Startup Program 2019 – Chicago, IL – USA

Job announcement □ Business Development Specialist and Tutor

- **Description of Position**

The Italian Trade Agency (ITA) Chicago office is currently recruiting a candidate for the Business Development Specialist and Tutor position as part of the Global Startup Program. We are looking for professionals who are interested in supporting dynamic foreign startups and who are comfortable working independently yet collaboratively with external clients and senior leaders within the ITA.

As a collaborator, the candidate will provide consulting services regarding up to 5 (five) Italian startups whose training and incubation or acceleration ITA will be sponsoring between July and October 2019 in Chicago, IL.

Startups may hail from the following sectors: Information and communications technology, Medtech, Automotive/Robotics or Circular Economy.

- **Key responsibilities**

- Review training and other development actions carried out during courses in Italy, monitor their implementation, and build on them to help startups define and implement their own business strategy
- Track, analyze and report on industry trends, new and emerging opportunities and networking events
- Liaison with the accelerator or the incubator hosting participating startup companies and with other stakeholders both internal and external
- Support business development activities and the prospecting of potential investors
- Manage the preparation and the delivery of periodic reports containing performance indicators
- In collaboration with staff at the accelerator or incubator, advise participating startups on basic skills, such as, for instance, how to develop a pitch deck or executive summary, how to network in an American setting, how to negotiate deal structures
- Organize one or more networking events
- Help with logistic and other arrangements for the staff of the startup companies

- **Employment time frame and stipend**

Services will be requested as soon as possible and, in any case, no later than July 1, until October 11, 2019. A minimum of 35 hours of work per week is needed, excluding transfers, all at ITA's or at the incubator's or accelerator's premises.

Applicants should state their stipend request, within the limit of \$5,000 per month for the above services rendered. The position will be awarded based on competencies, an interview and the appropriateness of the stipend request, within the above-mentioned limits.

- **Qualifications**

- Bachelor's degree in a subject related to this job profile
- Minimum of 3 years of post-undergraduate experience in a work environment that stresses analytical rigor, as well as advisory tasks based on structured research and written communications skills (e.g., management consulting, investment banking, private equity or corporate strategy)
- Knowledge and interest in the startup community; work experience in an incubator or startup strategy consultancy is preferred
- Excellent conceptual and analytical skills, e.g., assessment of strategic market and business opportunities, structured thinking and problem solving
- Excellent oral and written communication skills with an ability to network and interact effectively with clients
- Ability to obtain information and to assemble and synthesize research from multiple sources in a clear, consistent and understandable manner
- Fluency in Italian is preferred

Other

- Current resident of the Chicagoland area. No relocation reimbursement provided
- USA Citizens or Permanent Residents only
- Applicants must be authorized to work in the U.S.

-->Inquiry Submission Particulars

Applications will be received at the ITA Chicago office from June 7, 2019 through June 21, 2019 or online through the following website

<https://www.indeed.com/viewjob?from=web%2CiaBackPress&jk=fc833113f877ce9c&l=Chicago%2C%20IL&q=business%20development%20tutor&tk=1dcnriuokho96804&vjs=3>

For any questions or further inquiries please email the ITA Chicago office at chicago@ice.it

Who we are

ITA is the Governmental agency that supports the business development of Italian companies abroad and promotes the attraction of foreign investment in Italy. With a motivated and modern organization and a widespread network of overseas offices, ITA provides information, assistance, consulting, promotion and training to Italian small and medium sized businesses. The ITA

Chicago office specializes in major food retailers, private label sector, machinery, automotive and publishing, among other sectors. The Italian Trade Agency is an equal opportunity employer.

More information on the Italian Trade Agency activities in the US is available at <https://www.ice.it/en/markets/usa>.