

# BERNARDON

ARCHITECTURE  
INTERIOR DESIGN  
LANDSCAPE ARCHITECTURE

## Business Development Director

May 13, 2019

---

**The people of Bernardon are our greatest asset.** Our people have a passion for delivering high quality design in a collaborative, imaginative, innovative, and enjoyable environment. With offices located in the heart of great downtown and urban settings - Philadelphia, West Chester, and Wilmington - we offer the unique opportunity to be involved with a wide variety of project types in a broad range of markets.

Our team currently has an opening for a **Business Development Director**. As a primary advocate of Bernardon's Culture, Vision, and Mission, the Business Development Director will report to the Vice President for Marketing and Professional Services and will be responsible for the following:

- Establishes continuing contacts with new prospects in the firm's designated market sectors and coordinates those contacts between staff and new prospects;
- Advises marketing principals of actions, schedules, prospects, and related business development activities on continual basis;
- Assists in the supervision of other business development team members as applicable;
- Coordinates with the firm's marketing staff to help ensure timely RFP and RFQ responses, submittals, presentations and proposals related to new prospects and opportunities;
- Organizes and manages input to the firm's business development administrative system and resources; and
- Assists Vice President for Marketing and Professional Services with goals, objectives, strategies, and budget requirements for developing new business.

The ideal candidate shall possess a Bachelor's degree or equivalent in marketing or related field, as well as have 10 years of experience in business development/sales in the architecture/engineering industry.

Please submit your letter of interest and resume to [holloway@bernardon.com](mailto:holloway@bernardon.com).

To learn more about Bernardon, check us out at [www.bernardon.com](http://www.bernardon.com).