Position: Regional Director
New York/New Jersey/Pennsylvania Region

Description last updated: November 12, 2020
Supervisory Position: No
Position Reports To: Senior Director, Field Division East (SD/FDE)
Status: Full-Time
FLSA: Exempt
Location: Philadelphia, Trenton, or New York City metro area (remote home office)

PRIMARY PURPOSE OF THE POSITION:
The Regional Director is responsible for contacting and developing relationships with construction professionals, within an assigned region, to encourage and provide solutions for the use of wood in non-residential and multi-family buildings. He/she serves as an educator and is the 'go to' resource for design professionals with questions about the use of wood in their projects.

ESSENTIAL JOB FUNCTIONS:
• Apply engineering, and codes and standards expertise to provide solutions to architects, engineers and others involved in the design of non-residential and multi-family wood buildings
• Present educational seminars for architects, engineers, code officials and others covering the benefits of using wood and showcasing wood building designs
• Contact design and construction professionals and offer wood-based solutions that meet their objectives
• Further develop the use of wood buildings in the regional market using traditional and consultative sales techniques—i.e., following leads, establishing contact and building relationships

QUALIFICATIONS:
• Proficiency in building codes and standards for wood-frame construction and ability to provide information and solutions to design professionals have questions or issues related to specific projects
• Ability to proactively initiate contact with architects, engineers and others involved in the design of buildings
• Excellent oral and written communication skills to represent the industry and WoodWorks
• Ability to engage design and construction professionals in positive discussions regarding material selection
• Ability to take initiative and work independently without direct supervision
• Proficiency in MS Office
• Experience using SalesForce is a plus
EDUCATION AND EXPERIENCE:
Required:
• BS or MS in Civil, Structural, or Architectural Engineering
• Professional Engineer or Architecture License (those with the ability to attain a license within 12 months may be considered if paired with a high degree of preferred experience listed below)
• 5+ years structural design experience
Preferred:
• Project management experience (business development/marketing a plus)
• Wood design experience
• Mass Timber design experience
• IBC and local building codes, fire, design experience

TRAVEL REQUIREMENTS:
• Regional travel as needed (day and overnight) for meetings
• National travel of 4-8 trips annually (more during the first year for training and team development)

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER
WoodWorks and Wood Products Council are active Equal Employment Opportunity Employers, M/F/D/V. We welcome men and women regardless of race, color, national origin, religion, age sex, disability, veteran status or other category protected by law.

A job description is a general description of the function and major duties of a job. It may not specify all duties, tasks, and assignments associated with a job. It is not intended to limit or in any way modify the right of management to direct, assign, and control the work of employees in a unit. Accuracy, attention to detail, ability to work effectively in a team environment, and ability to work in an atmosphere of multiple projects and shifting priorities are requirements of all jobs at WoodWorks. Additional job-related qualifications may be specified for some openings. Job descriptions are subject to periodic review.