Job Description
Facilitator
Cyber Innovation Center

This position is for a part-time contractor **Facilitator for the STRIKEWERX Innovation Hub at the Cyber Innovation Center (CIC) in Bossier City, LA**. Contractor shall provide support for innovation services within the Collaborative Environment by leading challenge events, designing sprints, accelerators, and colliders for the STRIKEWERX innovation hub in support of the mission of the Air Force Global Strike Command.

**Essential Functions:**

- Challenge Event Facilitation of a six-month problem challenge with three workshops.
- Collaborative Event Leader between government, industry, and academia groups.
- Design Sprint Facilitation of a 12-20-person team of government, industry, and academia members.
- Program Management after Design Sprint for prototype improvement, testing, and acquisition.
- Social Media support.
- Special Events support.
- Reporting & Strategic Plan support.

**Qualifications:**

- Bachelor’s degree (minimum) in a relevant field.
- 3-5 years of relevant business experience.
- Experience in design thinking, web-design or design sprints.
- Well-developed interpersonal and communication skills.
- Willing to work in a dynamic, exciting, rapidly changing environment.

**Work Requirements:**

- Hours: 8 a.m. to 5 p.m., Mon-Fri (typical). Due to the nature of the business and depending on specific event schedules, the employee will be required to vary typical work hours.
- Estimate 150 to 230 hours annually, with some three-day workshops and other three-hour facilitated sessions.
- Occasional weekend work may be required.
- Occasional travel may be required.

**Compensation:**

- Hourly Rate: Commensurate with ability and experience.
- Contractors will receive a Form 1099 at the end of the year.