

**Executive Summary**

As our Product Development Manager, you will report directly to Bill Becker - CEO and Design Director. In this challenging and highly rewarding position, your abilities to lead and communicate are vital components to our success and will make an immediate impact on the growth and profitability of the company. This position requires someone with exceptional project management skills who can confidently inspire, lead and advise staff of all levels. Using adept foresight, you will take command from start to finish, recognizing potential obstacles, finding solutions and recommending a more efficient process. At BDI we have great ideas and strong voices. We want to hear your ideas and we want to hear your voice especially when you see things going off track. We want you to organize and communicate the finer details and use your initiative and creativity to drive the process.

As our Product Development Manager, you appreciate the value of a Gantt chart, you know your way around computer design tools, you know how to evaluate materials and standardize components, and you can effectively communicate with all levels of the organization throughout the process. Details are vital to you and you are proud of the tangible products your hard work creates. You like the challenge of bringing a new concept into reality and you're looking for an organization that recognizes quality and commitment.

What Does Success Look Like?

One year from today, you'll accomplish the following:

- In a design driven environment like ours, working in a fast moving industry like home theater, new products are like oxygen. We count on you to work with marketing, design and production to keep the oxygen flowing. Your well reasoned project schedules (both short and long-term) make the difference in whether a product is a success at trade shows like the Consumer Electronics Show in Las Vegas, or just a missed deadline. Your success meeting product launch deadlines is immediately reflected in company sales.
- The design department's creative genius works best when paired with brilliant execution. Your mastery of the details and clear project goals and expectations turn their brilliant ideas into actual products that people can buy and enjoy. Your success in developing detailed product briefs helps our designers understand our needs. Your success at solving problems during development and initial prototyping will allow us to avoid costly delays in bringing new products to market.
- We enjoy an excellent, productive relationship with our suppliers. We'll rely on you to formalize and document all necessary production issue and testing requirements for our products. You'll also manage and document all engineering changes.



Job Duties and Responsibilities

- Communicate accurate, clear and detailed product briefs to designers and the BDI team. Work as liaison with outside designers on development of their submissions.
- Prioritize all new product development projects and manage each project through to completion by specific deadline.
- Coordinate proper documentation of all development projects.
- Maintain regular communication with marketing and operations to keep departments informed about upcoming product launches.
- Troubleshoot development issues by working with, design and manufacturing to find cost-effective and time critical solutions.
- Develop a process to consistently and rigorously test all new products for safety and durability.
- Evaluate the packaging on products to prevent shipping damage and ensure consumers receive products in exactly the condition they desire.
- Work with Director of Global Sourcing to evaluate new and ongoing production from factories.
- Keep sustainability at forefront of BDI's product development effort to create products that are environmentally responsible.
- Visit overseas suppliers 3 or 4 times a year to evaluate quality, review production processes and ensure the production of products that support BDI's strong brand.

Experiences

- Familiar with Computer Aided Design (CAD) and project management tools like MS-Project. AutoDesk Inventor experience is a plus.
- Strong computer skills and proficient in MS Office.
- Prior involvement in the manufacturing of consumer products or household furnishings.
- Ability to think strategically while adding value and managing day-to-day development.

Attributes

- Concise, accurate, effective communication skills – able to express and defend a point of view, push for a decision and present facts in a convincing way. Excellent written skills.
- Collaborative and inclusive work style – an inspirational leader who is comfortable sharing both information AND credit.
- Natural curiosity and creative problem solving skills. Can anticipate production challenges and take steps to avoid them.
- Understands materials and process in a manufacturing setting.
- Ability to balance multiple, competing priorities and, when necessary, coordinate additional support .
- Disciplined and very organized; manages to keep others on schedule. Not easily thrown off by changing priorities or workload and pushes the process along so decisions can be made.



- Sensitive and respectful of cultural differences when dealing with international suppliers and customers. Exceptional communicator; able to deal with all levels.
- Detail focused; someone who “sweats the details” and always strives to improve.
- Not easily deterred, focused on overcoming obstacles, finding solutions and seeing a task through to successful completion.

What’s Attractive To the Right Person?

- We’re the design leader in an interesting, high growth industry.
- Your highly visible role is essential to our growth and future success. You get to develop new products and will work closely with the CEO.
- Dealers and consumers love our exciting, leading edge products. Critics rave about our design and execution.
- We have a collegial, friendly, professional work environment. It’s a small company where you will know everyone, but you work in a global market.
- You get to problem solve and make things work; then once it works well, you can hand it off and start on a new challenge.
- You can have a big impact interfacing with lots of different people both globally and domestically.

To Apply

Please do not contact BDI directly. This search process is managed by Gina Schurman of Staffing Advisors. To apply, please send resume (please be sure to note month start & stop dates for previous positions held--no “2001-2003” ambiguities, please) to: Gina Schurman at BDI-PDM@staffingadvisors.com