

# QBS FACILITATOR JOB POSTING

The Qualifications-Based Selection (QBS) Coalition is seeking a person with a public administration background to be a spokesperson and facilitator for the QBS Program. Interested candidates should have a passion for value-based decisions and the desire to travel throughout Michigan.

The QBS Coalition is a non-profit educational organization dedicated to providing public agencies/private entities with information about how to develop procurement policies and procedures for selecting design professionals, which lead to quality, cost-effective projects. A key element of the QBS educational program is the “facilitator”.

The facilitator will be working part-time and will have a flexible schedule (Avg. 10-20 hours/month) and can work from a home office. Experience as a city manager, purchasing director, community development director or public works director is preferred.



Facilitator activities and responsibilities include:

- ◆ Presenting QBS principles to representatives from cities, counties, road commissions, townships, school systems and other public & private entities
- ◆ Speaking at professional association conferences
- ◆ Assist in creation of draft Request for Qualifications (RFQ's)
- ◆ Preparing a plan of activity and maintaining database of QBS contacts
- ◆ Communicating with and preparing monthly activity reports for QBS directors and supporting organizations
- ◆ Making proactive contacts with governmental units & private entities

Facilitator will work as an independent consultant and will be compensated at \$40/hour for hours worked. Facilitator expenses will be paid by QBS. This position will remain open until filled.

For immediate consideration please submit a letter of interest and resume to: QBS Coalition, P.O. Box 19189, Lansing, MI 48901-9189 or send via e-mail to QBS Manager Ron Brenke at [rbrenke@qbs-mi.org](mailto:rbrenke@qbs-mi.org). For questions, please call (517) 332-2066.