



Title: Director, Program Capture

Location: REMOTE

Employment Type: Full-time

Summary:

The Director of Program Capture is responsible for the day-to-day management of Program Capture. This position will be in a player-coach role for the resources on the team as well as directly run several Capture opportunities (primarily HW/SW contract vehicles and long-term delivery orders and BPAs) opportunities).

Duties & Responsibilities:

For each qualified Program Capture opportunity, lead the Capture Team and any assigned cross-functional resources. Either directly or through delegation, accomplish the following:

- Track the status of program capture opportunities that have been identified as qualified opportunities by Sales or other organizations
- Review bid opportunities and suggest approaches and bid/no-bid decisions with supporting rationale
- Know and apply applicable Federal Regulations and Procurement Integrity laws
- Align marketing intelligence with win strategy
- In conjunction with Sales, develop detailed Capture plans inclusive of solicitation summaries, competitive analysis, intended win themes, resource requirements and intended assignments, program timelines, risk analysis, return-on-investment analysis, and cost of capture projections
- Assemble appropriate bid teams
- Conduct a detailed competition analysis
- Assess overall bid and pricing strategy
- In support of bid strategy mutually agreed upon by Sales and Capture, participate in negotiations for all primary sources of supply/services and contribute where needed with other negotiations
- In support of bid strategy mutually agreed upon by Sales and Capture, identify and select the most appropriate team partners when needed
- Develop and negotiate SOW part of teaming agreements, statements of work, and subcontracts
- Properly identify all risks and develop clearly defined risk-mitigation techniques
- Develop appropriate reality models with management and the pricing staff
- Develop routine status presentations, and as requested
- Review Proposal Manager's plan for the proposal development phase
- Collaborate strategies with the Proposal Manager
- Properly communicate bid strategies to the proposal team and to management.

- Provide guidance to the Proposal Manager for the development of the Executive Summary and other key proposal summaries
- Keep the entire proposal team motivated and enthusiastic at all times
- Continually analyze our competition and formulate plans to develop and maintain an advantage
- Participate in reviews and thoroughly quality-check work performed by all team members
- Recommend participation levels for Capture Compensation Plan

Desired Experience:

- BS Business Administration, Computer Science, Engineering, or other technical degree or equivalent experience.
- 10+ years of successful experience in Federal Program/Vehicle Capture or similar discipline
- Proven ability to manage direct reports as well as cross-functional assigned resources

Requirements:

- Bachelor's Degree
- Previous experience in public sector partner management
- Excellent oral and written communication skills
- Strong leadership skills and ability to work well with a team
- Ability to multi-task
- Strong organizational skills
- Willingness to travel

Additional Details:

Includes a competitive base salary, no-cap commission, and full benefits (PTO, 401(K), Health Insurance). ATP Gov is an Equal Opportunity Employer.

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