



Business Development Specialist

Job Description

Status: Non-Exempt

Hours: 15-20 hours/week

Compensation: Commission only

Reports to: Director

Job Type: Contract-to-hire

About Aventi Enterprises

Aventi Enterprises is a strategic consulting firm specializing in supplier development and supplier engagement. We help small and diverse businesses become contract-ready while supporting government and corporate buyers in strengthening their supplier ecosystems. Through our proven GROW Framework (Guide, Refine, Optimize, Win), Aventi builds capacity, fosters partnerships, and drives measurable results across the public and private sectors.

Position Summary

Aventi Enterprises, LLC is seeking a highly motivated and results-driven Business Development Specialist to support the firm's growth by attracting and converting prospects to new clients. This role is designed for a self-directed professional who thrives in a performance-based environment and is confident in generating revenue through relationship-building, outreach, and consultative selling. The Business Development Specialist will introduce small and mid-sized businesses to Aventi's services, which are designed to help companies secure government and corporate contracts. This is a commission-only independent contractor role with significant earning potential tied directly to performance.

It is the goal of Aventi Enterprises to help our clients grow their businesses, secure contracts, create jobs, and increase in size and scale.

Duties and Responsibilities:

Lead Generation & Outreach

- Identify and engage prospective clients within target industries (construction, professional services, IT, logistics, and related sectors).
- Conduct outbound outreach through email, LinkedIn, networking events, and strategic partnerships.
- Build and maintain a consistent pipeline of qualified prospects.

Client Engagement & Education

- Educate business owners on:

- Government and corporate contracting opportunities
- Supplier diversity and certification pathways
- Common challenges in securing contracts
- Clearly communicate Aventi's value proposition and service offerings.

Discovery & Qualification

- Conduct initial consultations with prospective clients.
- Assess business readiness, needs, and goals using Aventi's frameworks.
- Recommend appropriate services based on client stage, including:
 - Contract Ready Workshop
 - Contract Success Lab
 - Bid Search Services
 - Proposal Management
 - Contract Growth Management

Sales Conversion

- Present solutions aligned with client needs and readiness level.
- Address objections and guide prospects through the decision-making process.
- Close new business and facilitate a smooth handoff to the delivery team.

Pipeline Management

- Maintain accurate records of all outreach and sales activity.
- Track prospects through each stage of the sales process.
- Provide regular updates on pipeline status and performance.

Partnership Development

- Build relationships with local and regional business organizations, chambers, and industry groups.
- Identify opportunities for collaboration, referrals, and co-hosted events.

Working Conditions:

Fully remote with the option to engage in in-person meetings and networking events. Flexible schedule with the expectation of maintaining consistent outreach and client engagement activities. Contractor is responsible for managing their own daily workflow, schedule, and productivity.

Required Qualifications

- Proven experience in sales, business development, or client acquisition
- Strong communication, presentation, and relationship-building skills
- Ability to work independently and manage a sales pipeline
- Entrepreneurial mindset with a results-oriented approach

Preferred Qualifications

- Experience selling consulting, professional services, or B2B solutions
- Familiarity with government or corporate contracting (or willingness to learn)

- Existing network of small business owners or industry contacts
- Experience with CRM systems (e.g., Insightly or similar tools)

Key Competencies

- Consultative selling and needs assessment
- Strategic thinking and problem-solving
- Confidence in outbound outreach and networking
- Strong follow-up and closing ability
- Self-motivation and accountability

Compensation Structure

This is a commission-only role designed to reward performance and revenue generation.

- 20% commission on all collected revenue generated from new clients
- Up to 25% commission for exceeding monthly performance thresholds
- Performance bonuses available for securing high-value client engagements
- Residual commission opportunities on select recurring services

Estimated Earnings Potential:

- Strong performers: \$80,000 – \$150,000+ annually (uncapped)

Interested candidates can email their résumé to Deonna Barnett at deonna@aventienterprises.com.