

**POSITION TITLE:** Regional Consultant – New Jersey  
**DEPARTMENT:** Consultant Network Field  
**JOB RELATIONSHIPS:**  
Supervisor: Director, Field Operations  
Direct Reports: 0

**POSITION SUMMARY:** The primary responsibility of the Regional Consultant is to market and promote appropriate placement of PRC products. The Regional Consultant provides educational opportunities for customers or persons considering PRC products for purchase. These educational opportunities take place within a given territory or in coordination with other team members in another territory. In addition, the Regional Consultant provides ideas and support for individuals with disabilities to assist them in achieving their potential in educational, vocational, and personal pursuits. PRC shall be represented by the Regional Consultant in activities to include professional presentations, exhibits, consultations and other activities as requested. The Regional Consultant is expected to uphold the PRC mission, method and manner, and strives to enhance corporate profitability and complies with applicable codes of ethics.

**ACTIVITIES, DUTIES, AND RESPONSIBILITIES:**

Consultant duties and responsibilities are categorized as follows: educational, marketing, administrative and financial. The Regional Consultant works extensively with the team and family and the end-user is only sometimes present at appointments and always in the presence of a family or team member.

**Educational:**

- Educate customers on the value and importance of language as it relates to AAC
- Demonstrate PRC's unique strategy of language representation and organization
- Provide in-service opportunities to customers and other support persons, including family members, on PRC's latest products
- Consult with potential customers to guide decision makers in determining product appropriateness for clients
- Work in conjunction with the Director, Field Operations in development of in-service and e-training on a variety of topics such as advanced applications, vocabulary customization, access techniques and modifications.
- Offer ideas and suggestions on how devices and vocabulary can be implemented during therapy, in the classroom setting, or in vocational and personal pursuits
- Provide instruction on device operation and language implementation
- Other duties as assigned

**Marketing and Product Promotion:**

- Participate in the development of new contacts and opportunities
- Provide input to the Marketing Department
- Market PRC products and services with the expectation of device placement
- Provide information regarding available funding options to clinicians, families and their clients

**Administration:**

- Schedule, manage and develop territory to achieve profitability within budgetary guidelines
- Assist in providing coverage to open territories when requested
- Complete required paperwork, including expense reports, on time
- Update and maintain regular communication and working relationships with key individuals
- Maintain professional visibility
- Staff events such as local, regional, national, or international conferences, when assigned
- Attend scheduled team meetings
- Support co-workers by validating ideas, getting involved and building relationships
- Participate in formal presentations and/or papers at conferences and conventions (upon approval of Manager)
- Interact with other departments and perform job responsibilities consistent with guidelines and policies established by these departments
- Other duties as assigned

**SUPERVISORY RESPONSIBILITIES:**

- None

**QUALIFICATIONS:***Knowledge:*

- Bachelor's Degree in Speech/Language Pathology, Special Education or related field is required.
- Master's Degree in Speech/Language Pathology, Special Education, or related field is preferred.
- Speech/Language Pathology license, valid teaching certificate, and/or CCC are preferred
- Clinical experience with PRC communication products desirable
- Basic experience using a computer and knowledge of computer functions
- Excellent presentation skills to large and small groups
- Must be able to work independently and in cooperation with other team members
- Strong verbal and written communication skills
- Flexible and willing to adjust to sometimes rapidly changing circumstances
- Position requires some overnight travel
- Must have reliable transportation, current driver's license and Certificate of Insurance

*Training and Prior Experience:*

- 2 years employment with PRC for internal applicants
- 2 years current experience with PRC or other electronic AAC systems or equivalent work experience.
- Experience working on a multi-disciplinary team. Evaluation skills and team training are preferred.
- Demonstrate clinical/teaching experience with solid hands-on experience with electronic AAC systems strongly preferred
- Preferred clinical experience with PRC communication products.
- Basic experience using a computer and demonstrate strong knowledge of standard computer functions

*Skills:*

- Excellent verbal skills and platform speaking to large and small groups
- Strong verbal and written communication skills
- Highly motivated and able to work well without direct supervision
- Flexible and willing to adjust to sometimes rapidly changing circumstances
- Must be able to handle difficult situations and improve customer's opinion of PRC when necessary
- Provide professional resources outside of PRC when appropriate, based on customer needs
- Ability to cooperatively interact with professionals, clients of all ages, and their caregivers, and PRC personnel

*Additional Requirements:*

- Overnight travel, variable with territory configuration
- Attendance at all team meetings, relevant conferences or others as scheduled by manager. Able to provide own transportation
- Provide current driver's license and Certification of Insurance

**SPAN OF CONTROL:**

*Equipment:*

- Directly maintain and demonstrate equipment provided by PRC.
- Must arrive at appointments with all needed equipment and peripherals clean, charged and in working order.

*Financial:*

- Meet or exceed sales target set in collaboration with PRC management as an individual and team.
- Work within the budgetary guidelines for territory.
- The Regional Consultant contributes major financial impact to PRC's overall profitability and success.

**COMMUNICATIONS:**

*Frequent:*

A positive and professional communication style are necessary when interacting with existing customers and developing new customers. Company image and impressions are determined by individuals employed in this position. This position requires reporting changing events and approaches to the supervisor in order to keep PRC ahead in the AAC marketplace. It is critical for the Regional Consultant to convey complex information in a simple manner, thus persuading AAC decision-makers favorably for PRC. Internal communication with other employees is critical in meeting deadlines and deliverables to customers.

**PHYSICAL AND ENVIRONMENTAL REQUIREMENTS:**

- Talking. Expressing or exchanging ideas by means of spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.

- Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.
- Light work. Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for light work.
- The worker is required to have visual acuity to operate motor vehicles and/or heavy equipment.
- The worker is not substantially exposed to adverse environmental conditions.