



## Director of Startup Development and Advancement

### Who we are

We are UpSurge, and we are working to build Baltimore into the country's first Equitech City. At UpSurge, you'll be part of a driven, results-focused, but welcoming and casual team, on a mission to galvanize Baltimore's innovation ecosystem. It's an exciting opportunity to help shape and build a transformational initiative from the ground-up, alongside established and emerging Baltimore and national leaders. You'll be pivotal to our success as one of our executive employees, and in turn, we promise a dynamic work environment, solid benefits, a collaborative team, and the ability to interact with, influence and learn from leaders in the innovation and startup communities.

If you are looking for work in a supportive, entrepreneurial environment, are interested in building something meaningful, have the humility to do what it takes to grow an ambitious initiative from the ground up, and want to have fun while doing it, we'd love to hear from you.

### Who you are

You are a former founder, investor, finance lead, and/or ecosystem leader. You're a natural coach and connector with a deep commitment to entrepreneurs. You know how to build and foster effective and authentic relationships with founders, serving in turns as an advisor, a facilitator, a conveyor of hard truths, a negotiator, and a cheerleader. You understand the challenges of launching, growing, and scaling a company from ideation to exit. You recognize the unique challenges faced by underestimated founders. You're a flexible, persistent, confident, problem solver whether working as a team or independently. Valuing data and accountability, you thrive on setting goals and exceeding them. You are passionate about Baltimore, business, and entrepreneurship.

### What you'll do

As our first Director of Startup Development and Advancement, you will be joining UpSurge's executive team, reporting directly to the CEO. This is a hybrid role, based in Baltimore. The Director of Startup Development provides Baltimore tech and scale startups with unparalleled, on-the-ground, day-in-and-day-out mentorship and coaching – the kind of support that will offer local founders the network, tools and education needed to succeed. This role will be key to UpSurge's evolving "perpetual accelerator" model, helping to identify and provide the wide range of supports needed to nurture a spectrum of entrepreneurs, from aspiring to exiting. The Director of Startup Development and Advancement will leverage their own network, and ours, to respond to a burgeoning entrepreneurial ecosystem, a vital piece of our mission to make Baltimore the country's first Equitech city.

Key responsibilities include the following. You will:

- Build the strategy and structure for UpSurge's Startup Development program.
- Serve as UpSurge's lead for startup development and advancement, acting as an advisor and coach to founders from diverse backgrounds, at a wide range of startup stages, from ideation and concept development, to culture and team-building, to fundraising and scaling.
- Develop a solid network of expert advisors willing to support companies through technical, legal, regulatory and other challenges.
- Maintain – along with the Director of Relationship Development – a clear sense of the growing pool of investors interested in Baltimore companies, helping founders develop fundraising

strategies and prepare convincing pitches, and providing appropriate introductions between founders and investors.

- Deploy data to track progress of Baltimore companies, to hold our team accountable, and to identify gaps or hurdles in the ecosystem that may be impeding startup success.
- Work closely with the UpSurge team to identify opportunities to increase the impact of our activities, as part of an overall strategy to grow the innovation economy in Baltimore.
- Partner with ecosystem leaders across Baltimore to amplify and expand their impact.

## Job Qualifications

- 10+ years of experience in technology, startups, entrepreneurship and/or venture capital.
- Experience mentoring and coaching founders of tech-enabled startups.
- Creative, flexible approach and appreciation for fast-paced environments.
- Understanding of the Equitech mission and of the power of diverse teams in entrepreneurship.
- Ability to organize, manage and prioritize multiple projects simultaneously.
- Excellent interpersonal and communication skills; sound judgment.
- Ability to work independently, and in a fast-paced, high-energy, team environment.
- Demonstrated ability to use data and metrics to track progress, with meticulous attention to detail.
- Professional and positive attitude, strong emotional intelligence, and a high level of enthusiasm.
- Familiarity with Google apps, Slack, Pitchbook, Crunchbase and other startup data sources.
- Ability to comply with our COVID-19 vaccination policy.

## Diversity at UpSurge

UpSurge Baltimore is committed to maintaining a workplace where diversity of identity, culture, and life experience is the norm and is celebrated authentically and respected consistently. Diversity in our work and our people drives creativity and innovation, entrepreneurial leadership and integrity, competitiveness, and collaboration. We depend on our differences to make our team stronger, our workplace more dynamic, and our mission more achievable.

We're proud to be an equal opportunity employer open to all qualified applicants regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity or expression, veteran status, or any other legally protected status.

## Benefits

- Medical
- Dental
- Vision
- Savings Accounts
- Telemedicine Program (for those enrolled in Medical)
- Basic Life & Accidental Death & Dismemberment Insurance
- Voluntary Life & Accidental Death & Dismemberment Insurance
- 401(k) (50% employer match up to IRS limit, 4 year vesting)

Please fully review our philosophy and approach at [UpsurgeBaltimore.com](https://UpsurgeBaltimore.com) before applying.

To apply, submit your resume to [hello@upsurgebaltimore.com](mailto:hello@upsurgebaltimore.com)