



JOB DESCRIPTION

CHIEF EXECUTIVE OFFICER (CEO)

Position Title: Chief Executive Officer
Reports to: Board of Directors
FLSA Status: Exempt
Salary Range: \$175,000-200,000
Location: UpSurge offices, located at 1501 St. Paul Street, Baltimore, MD
Revised: September 2023
Modality: In-person

Organization Overview

UpSurge is an ecosystem building organization created to propel Baltimore into the top tier of innovation cities by focusing on the strengths of our entrepreneurial ecosystem. Our mission is to provide best-in-class support to founders by connecting world-class entrepreneurship support organizations and creating a robust founder-focused and equitable innovation ecosystem in Baltimore. Long-term, our goal is to shift the trajectory of Baltimore with more knowledge-economy companies, which translates to more high quality, family advancing jobs and more pathways to prosperity for Baltimoreans of any persuasion. When we're successful, not only will entrepreneurs and investors worldwide look at Baltimore as a launching pad, but more Baltimoreans from across the city will be able to build companies and products as a pathway for their upwardly mobile futures. Founders from across the country will be attracted to Baltimore as a place to build alongside our rich assets and deep talent pool, with larger companies and organizations "all in" to help entrepreneurs along their journey. Metrics for success will include more scalable companies growing and locating in our region, increasing amounts of venture capital flowing to companies here, and robust job creation with family sustaining salaries, all with an eye towards inclusion.

One of the founding principles of UpSurge is attention to founders from diverse backgrounds. We coined the term Equitech, which fosters a goal of inclusivity for those who are participating in the knowledge economy, the investors who believe that diversity produces outsized returns, and the companies breaking down barriers or leveling access through technology.

Overview of Responsibilities

As the leader of UpSurge, the Chief Executive Officer is responsible for setting overall strategic direction, managing operations, and serving as the organization's public face. The CEO leverages

relationships to build partnerships with government and corporate leaders to achieve the objectives of the organization. This includes overseeing the accelerators and their operators, ensuring founders are supported, and working with the broader startup community in Baltimore. With a high level of broad business and management skills, and the ability to generate resources and financial support for the organization, the CEO can lead the organization to achieve measurable goals for success. The CEO is the steward of the UpSurge brand, culture, and vision, and understands the role in growing our community's capacity to achieve our mission. After two years of listening and learning from founders and stakeholders in the ecosystem, UpSurge is ready for a leader to take the organization from start-up to scale.

Day to day work of the role includes:

- Defining UpSurge's overarching strategic vision, encompassing fundraising and founder engagement.
- Partnering with the components of Baltimore's entrepreneurial ecosystem to foster an environment focused on founder success.
- Building and scaling an infrastructure tailored to founders' needs.
- Outreach to founders in other geographies to provide a welcome mat for those who choose to build in Baltimore.
- Serve as point person with the TechStars relationships, ensuring that the cohort companies find their footing in Baltimore and are well connected to our ecosystem, encouraging them to stay and build here.
- Cultivating key partnerships and senior cabinet relationships with government officials and city, state, and federal organizations
- Cultivating key partnerships and senior relationships with corporate partners, foundations, and other local institutions.
- Stewardship of the Upsurge advisory board.

Core Competencies Required for this Position

- **Mission-Focused and Results-Driven:** Aligns and catalyzes others' commitment to mission to create real impact. This drives their performance and professional motivations. Dedicated to shared and measurable goals for the common good; creating, resourcing, scaling, and leveraging strategies and innovations for broad investment and impact.
- **Relationship-Oriented Mobilizer:** Understands that people come before process and is astute in cultivating and managing relationships toward a common goal. Values the power of networks; relentlessly supports others in the community and is capable of recruiting those necessary to achieve mission success. Understands the roles and contributions of all sectors of the community and can mobilize resources (financial and human) through meaningful engagement.
- **Advocate for Diversity and Inclusion:** Demonstrates a track record of supporting diverse and under-represented groups with tangible outcomes.

- **Creative Visionary and Problem Solver:** Confronts the complex realities of the environment and simultaneously maintains faith in a different and better future, providing purpose, direction, and motivation. Sees beyond the “box” and can lead others towards the highest impact.
- **Team-Builder:** Ensures that the right people are in the right roles at the right times; fostering commitment, trust, and collaboration among all stakeholders.
- **Business Acumen:** Possesses a high level of broad business and management skills and effectively generates financial support for the organization.
- **Communications:** Serves as a spokesperson for Baltimore’s growing entrepreneurial ecosystem and proactively uses marketing and communications as a tool to attract and retain talent and companies.

Minimum qualifications:

- Experience in business administration, entrepreneurship, finance or a related field required along with direct industry experience supporting company formation.
- 5+ year’s experience leading a team in a corporate setting preferred. Track record of success overseeing organizational strategy with entrepreneurial and start-up entities.

Interested parties should submit a resume and cover letter by September 29 to hiring@upsurgebaltimore.com.

UpSurge is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.