

ABOUT THE OPPORTUNITY

Transforming the economy through game-changing entrepreneurship. Disrupting the status quo of economic development and traditional philanthropic models. Attracting and supporting a diverse base of extraordinary entrepreneurs who will contribute to the Saint Louis region and beyond ... that is the mission at Arch Grants!

Best known for its competitive global start up competition, featuring \$50,000 equity-free grants to entrepreneurs who choose to locate their company in Saint Louis, Arch Grants is a nonprofit organization dedicated to aggressively accelerating economic development and proactively inspiring the next generation of employers, civic leaders, and philanthropists in the St. Louis area. Within its first 10 years, Arch Grants has not only proved the viability of its equity-free grant model, yet also achieved tangible results with 207+ companies funded, \$400M+ revenue generated, 2,300+ jobs established and \$411M in follow-on capital tracked. **To learn more, visit www.archgrants.org.**

Poised for continued growth, Arch Grants is seeking an Executive Director who thrives on making the next chapter of an organization's vision come to life. **Reporting to the Board of Directors, the Arch Grants Executive Director will serve as key leader for a growing internal team and a base of passionate stakeholders motivated to achieve new economic development milestones, to secure even greater financial resources, and to drive brand recognition nationwide to attract and include even more diverse and uniquely talented entrepreneurs within the local Saint Louis ecosystem.**

YOUR MISSION AS EXECUTIVE DIRECTOR

- **ADVANCE THE MISSION OF ARCH GRANTS [Senior Leadership]** – Serve as primary contact with the Board of Directors, facilitating strong engagement and frequent communication on all relevant fiduciary and strategic matters. Ensure excellent internal operations, develop a well-researched annual operating budget, maintain sound financial processes and procedures, lead the annual organizational audit and maintain safe and secure physical and technological resources. As applicable, identify opportunities to enhance Arch Grants' physical and technological assets to better serve its mission.
- **INSPIRE INTERNAL TALENT & FOSTER A COLLABORATIVE CULTURE [Team Leadership]** – Serve as leader for nine high-performing internal team members. Build, grow and develop internal talent. Create a collaborative culture that ensures challenge, accountability, and reward. Develop positive and accountable relationships with external partners who serve as an extension of the Arch Grants team to ensure excellence in performance on all organizational initiatives.
- **DRIVE THE ARCH GRANTS BRAND [Marketing, Communications & Public Relations]** – Manage and elevate Arch Grants' brand in the community. Serve as the primary spokesperson and public face of the organization. Consistently and effectively represent Arch Grants and its mission at events, on regional committees, and, in media, both locally and nationally. Lead staff in the development of an annual marketing plan effective and communications strategy that includes cultivating relationships with community stakeholders, media sources and relevant national and international thought-leaders.
- **EXPAND ORGANIZATIONAL RESOURCES [Fundraising & Development]** – Raise substantial resources to develop greater long-term sustainability of the organization and execute increasing annual goals. Drive donor identification and directly participate in cultivating donor relationships and soliciting and stewarding financial supporters. Oversee and support staff in developing both annual and long-term fund development strategies. Oversee the annual event strategy and all donor cultivation efforts.
- **ATTRACT BOLD & DIVERSE TALENT [Annual Start-Up Competition]** – Oversee the development and execution of a national and international recruitment process to bring bold and diverse talent to the Saint Louis region. Ensure maximum operational effectiveness and superior logistics in Arch Grants' annual entrepreneur recruitment process, i.e., the Annual Startup Competition. Drive engagement and communications with a variety of organizational stakeholders to ensure a high-quality slate of diverse entrepreneurs who offer potential to advance Arch Grants' mission and vision.
- **NURTURE A DYNAMIC ECOSYSTEM [Internal Programming & Founder Support]** – Oversee and ensure excellence and innovation in all Arch Grants programming. Support staff in further development of our Founder Program for successful grant recipients. Leverage our entrepreneur-in-residence and maximize engagement with our rapidly expanding alumni base to yield support, inclusion and integration into the local community and business resources.
- **DEVELOP PARTNERSHIPS TO FACILITATE GROWTH [Community Engagement & Strategic Partnerships]** – Identify and develop new programmatic and partnership opportunities to advance Arch Grants' mission as well as follow-on funding options for grant recipients and program alumni. Serve on and or lead regional committees, planning groups and taskforces to foster

organizational collaboration and as a representative of Arch Grants. Proactively outreach, drive interest and build strong relationships within the venture capital space.

IS THIS A MATCH FOR YOU?

- You have a **strong passion for the mission of Arch Grants**, including building diverse and inclusive entrepreneurial ecosystems, fostering economic growth, and appreciating the needs and challenges of early-stage organizations. *You thrive on making a vision come to life and consider yourself both a builder and an operational business strategist with a passion for philanthropy.*
- You have gained **10-15+ years of progressive leadership experience, including a demonstrated record of success in driving organizational growth in the development of people, products, processes and or organizational resources.** *Experience must include 5+ years of senior-level leadership for a team of direct reports, including an ability to inspire and motivate, to manage conflict, and, to foster a healthy organizational culture through teamwork and collaboration.*
- Your experience includes **a proven track record and or aptitude for identifying resources and developing funds.** *Familiarity with annual giving, endowments, and major gifts is important. Donor development and fundraising efforts range from individual-private donors to development of public, corporate and foundation resources.*
- You are well-versed in **proactively communicating with internal and external stakeholders.** You confidently interact with team at all levels and react with diplomacy and tact. You bring experience communicating a vision and prospective road map to key stakeholders and passionate community constituents. *Demonstrated experience building bridges between like-minded organizations, fostering collaboration, open communication and cooperative partnerships also desired.*
- You are willing to serve as a hands-on leader with the **ability and desire to flex between strategic and tactical priorities required.** Superior project management skills and a proactive mindset is required.
- You possess a strong commitment to **diversity, equity and inclusion initiatives** and a belief that **attracting a wide range of talented entrepreneurs and organizational stakeholders** will further our success.
- You have developed a **solid business acumen**, including **prior P&L responsibility** and **strong technology skills.** Four-year college degree required. MBA or related graduate degree a plus.

WHY JOIN US?

- **MAKE A FOREVER IMPACT IN THE SAINT LOUIS REGION AND BEYOND** – Become part of a journey that is changing the economic and community landscape, locally and beyond. Build the leadership fabric of tomorrow's Saint Louis community. We are seeking a senior leader who is passionate about making a difference and is seeking a forever impact in their work.
- **WE ARE EVOLVING AS AN ORGANIZATION** – As an organization itself, Arch Grants continues to evolve. Evolution is at our core and we believe it is critical to achieving ongoing strategic goals. We are seeking a senior leader with the vision, drive, and operational expertise required to support Arch Grants on its journey to a next set of critical milestones.

LOCATION & TRAVEL

This position must be based in Saint Louis, Missouri. Ability and willingness to travel as needed to locations across the country on a limited basis may be required. Estimated travel for this position is approximately 10-15%.

READY TO APPLY?

Share resume with Occhio Search via LinkedIn or at www.occhiosearch.com. All resumes, referrals and inquiries will be held strictly confidential. Please direct all questions, referrals, and applications to our retained search consultants at Occhio Search. Contact Sarah Krueger (sarah@occhiosearch.com) or Angie Akerman (angie@occhiosearch.com) with questions. **Arch Grants is an Equal Opportunity Employer.** *We welcome differences in form of gender, race, ethnicity, disability, geography, socioeconomic status, age, politics, religion, philosophy, sexual orientation, gender identity or express and veteran status. All applicants who share this goal are encouraged to apply and we look forward to hearing from you!*