



Organization: Medical Center of the Americas Foundation (“MCA”)
Contract Services: Director, MCA Seed Fund

This is a very rare opportunity to step into a venture capital fund role with the support of The Medical Center of the Americas Foundation and luminaries from around the El Paso region. The ideal candidate is a self-starter who wants to help shape the future of the El Paso region through fund development, company recruitment, and playing a critical role in investment decisions in tech startups.

Organizational Overview and Corporate Structure

The mission of the Medical Center of the Americas Foundation, or the MCA, is to catalyze the life sciences ecosystem in the Paso del Norte region, and to cultivate a dynamic regional biomedical industry and innovation / entrepreneurship ecosystem that competes globally. The MCA also aims to create a world class medical center within the 400-acre Medical Center of the Americas campus that will foster and accelerate biomedical and healthcare innovation, create new employment opportunities and meet the healthcare needs of the region’s current and future citizens. This biomedicine-driven economic growth mission is being accomplished through a series of strategic activities involving both physical infrastructure and programmatic initiatives focused on discovery, development, and deployment of building blocks to harness and grow regional assets.

The Medical Center of the Americas Foundation is currently in the process of creating a seed fund which will initially be based out of the MCA Foundation. We are looking for an Director that will play a critical role in the planning, launch, and implementation of the fund.

Career Opportunity

The MCA is seeking an Director with a passion for investing in early-stage ventures, particularly in the medical device, MedTech areas to join our team. This individual will participate in the development of an early-stage investment fund and principally be responsible for deal sourcing and pipeline, leading due diligence, and assisting investments into startups where a strategic return can be derived.

The Director will play a meaningful role in building MCA’s capabilities and reputation as a strategic funding partner. It is anticipated that the individual selected for this position would transition from initially an independent contractor to an employee/partner of the fund once it is operating and funded.

Responsibilities

The Director will:

- Work with the MCA leadership team and MCA Board Seed Fund Steering Committee to develop the investment thesis, fund priorities, fund structure, and fund strategy and governance
- Employ a data and network driven approach to identify, research, and evaluate emerging companies in areas of thematic, geographic, and strategic relevance



- Source and actively qualify and evaluate opportunities on both their investment and strategic merits
- Manage deal screening and due diligence processes, including the coordination of internal stakeholders and third-party advisors and the compilation of findings to build investment proposal/recommendations for senior leadership, investment committee, and investor review
- Participate with the MCA Innovation Center in support of, and advice to, funding companies, including, as necessary, service on Boards and management committees
- Leverage and expand MCA network of relevant relationships to include VCs, bankers, industry authorities/organizations and others to efficiently identify and originate startup and early stage companies
- Leverage personal network of VCs, angel groups, consultants, and other industry advisors to gain insight into market dynamics and identify growth opportunities
- Communicate and collaborate with teams across all functional areas of the MCA organization
- Support additional strategic and growth-related projects as needed

To Be Successful You Must

- Think critically about the businesses and markets for investment
- Quickly analyze and value target opportunities, and gather and synthesize disparate financial, research, and primary startup interview data for investment purposes
- Manage investment process from opportunity identification to transaction execution
- Focus attention on detail and manage multiple projects simultaneously to meet deadlines
- Stay current with startup news and industry trends that could impact mission
- Work independently with minimal supervision, and with equal effectiveness as part of our team
- Be a hard working self-starter with an entrepreneurial mindset, and impeccable integrity, work ethic and commitment to the MCA's mission
- Proactively source and develop opportunities that will enhance outcomes, improve processes and contribute to the overall success of the fund

Qualifications

- 3-5 years' experience preferably in some combination of consulting, startup, private equity, or venture capital organizations, ideally with healthcare and technology experience (software, medical device, industrial automation, logistics, IT, healthcare, etc.)
- Bachelor's degree; MBA or advanced degree preferred
- Established fund relationship network and ability to originate high-quality investment opportunities
- Effective interpersonal communication skills – both written and verbal
- Strong ethics and adherence to compliance and legal requirements
- Experience with high-growth startup companies that successfully raised post-seed equity rounds
- A proven record of successful deal making and/or driving accretive transactions
- Technical know-how to structure and negotiate commercial transaction deal terms



Materials Required:

- Sample investment memo and/or track record
- Resume
- Names and contact information for three references from startup founders or investors (angels or VCs). (Note, by providing this information, you are giving MCA permission to contact these people to discuss your past performance.)

To apply, email the required materials to Nancy Lowery, Director of Innovation, at Nancy@MCAmericas.org.