



MEDICAL CENTER
OF THE AMERICAS
FOUNDATION

Organization: Medical Center of the Americas Foundation (MCA Foundation)

Location: El Paso, Texas

Job Title: Director of Accelerator Programs

Posted: December 21, 2018

About MCA: The MCA Foundation is a 501(c)(3) nonprofit organization tasked with developing and growing an innovation ecosystem for the Paso del Norte region's healthcare and biomedical industries. Our key initiatives include: startup incubation and acceleration through the MCA Innovation Center, recipient of a 2018 U.S. Economic Development Administration i6 Challenge Award; development of a biomedical campus in El Paso; promotion of a regional biomedical industry cluster group; workforce development for the regional biomedical industry; and strengthening clinical trials infrastructure.

MCA Innovation Center offers two levels of entrepreneurial programming – the Innovator Program and the Startup Development Program:

- The Innovator Program is designed to help innovators assess the competitive landscape around their technologies under development, research their markets to develop products and services that are a strong fit, and develop business models to understand the requirements of a new enterprise that will pursue the commercialization of their technologies.
- The Startup Development program is designed to provide training and assistance to newly created tech companies in order to create comprehensive business plans and pitch decks, while receiving support with business operations, scaling, and fundraising. Companies receive access to mentors, professional services providers, manufacturing partners, investor introductions, and opportunities to pitch to investors at Demo Day events.

Participants in both programs (approximately 60% healthcare; more medical device and software than pharma) receive access to shared workspace, lab space, shared lab equipment, and amenities in the Cardwell Collaborative, a 60,000 sq. ft. facility located on the Medical Center of the Americas campus at 5130 Gateway Blvd. East, El Paso, TX 79905. The Cardwell Collaborative houses the Medical Center of the Americas Foundation, MCA Innovation Center, and 20,000 sq. ft. of state-of-the-art wet labs, dry labs, shared lab equipment, private offices, open workspaces and conference rooms.

JOB DESCRIPTION

Work collaboratively with the Senior Director of Innovation, MCA President, and the MCA Innovation Center team to provide exceptional innovation ecosystem building, business consulting services and accelerator programming to technology-based startup companies and small businesses, with a focus on healthcare and life sciences. The Director of Business Acceleration will:

- ❖ Promote MCA Innovation Center programs and events to startup companies and entrepreneurs.
- ❖ Co-develop and co-deliver weekly programming (Thursday evenings from October through June).
- ❖ Work with regional universities to grow their translational research programs.
- ❖ Provide consulting to program participants and Cardwell Collaborative tenants to support due diligence, business modeling, customer discovery, business planning, research & development, operations, fundraising, and customer development.
- ❖ Recruit angel investors to MCA Innovation Center network and improve access to venture capital.
- ❖ Recruit professional services providers to the MCA Innovation Center Resource Network, consisting of local providers of legal, accounting, marketing, web-design, and public relations firms that may offer flexible terms to startup companies and participate in panel discussions at the MCA Innovation Center to share their subject matter expertise.
- ❖ Develop, promote, and participate in periodic events to foster a regional culture of innovation.
- ❖ Assist with MCA efforts to strengthen regional economic development partnerships.
- ❖ Continuously evaluate and improve MCA Innovation Center programming to maintain position as preferred resource for entrepreneurial support in the region.
- ❖ Perform in a manner which strengthens the coordination and cooperation of all organizational components of the MCA.
- ❖ Perform all functions in accordance with the MCA Guiding Principles (below), MCA Governance requirements, MCA Policies & Procedures and with high ethical standards.
- ❖ Additional duties as assigned.

Qualifications/Requirements:

- Baccalaureate in Finance or Business Administration or related topic area, advanced degree preferred.
- Minimum of 5 years of experience in tech entrepreneurship, startup management or consulting, preferably in a life sciences industry.
- Must have strong business acumen and knowledge of best practices in business incubation and accelerator programing.
- Demonstrated ability to work collaboratively as an effective leader and collaborative team player.
- Demonstrated strong communication skills (oral and written), as well as public presentation skills.
- Must be highly self-motivated and organized.
- Must be able to work independently within a strategic framework.
- Must be able to handle many projects/assignments at the same time.
- Must have proficiency in Microsoft Office. Experience with LivePlan and Incutrack preferred.
- Spanish proficiency preferred.
- May be required to travel across the US-Mexico border into Juarez, Mexico for site visits to universities or biomedical manufacturing plants.
- Position is typically office or administrative work and is not substantially exposed to adverse environmental conditions. Local travel will be frequent. Some non-local travel is required, possibly to other countries.

Salary and Benefits: Salary based on experience. Fringe benefits: paid time off, major medical health insurance & dental for the employee. Employer matching contribution to 401-K.

Job Type: Full-time, salary exempt

*MCA is an **Equal Opportunity Employer** and values diversity. We do not discriminate on the basis of race, color, national origin, ethnicity, gender, protected veteran status, disability, sexual orientation, gender identity, or religion. We are committed to providing employees with a work environment free of discrimination and harassment.*

Materials Required:

- Cover letter
- Resume
- Names and contact information for three references

To apply, email the required materials to Emma Schwartz, president, at emma@MCAmericas.org.

SUPPLEMENTAL MCA INFORMATION

MCA MISSION: To develop and catalyze the life sciences eco-system in the Paso del Norte Region

MCA VISION: To cultivate a dynamic health industry and innovation/entrepreneurship ecosystem that competes globally

MCA STRATEGIC PILLARS / BUSINESS UNITS: The MCA’s approach consists of **3 pillars**, consolidating the 6 pillars adopted in the 2017-2018 plan, on which it bases its strategic goals and operational activities. The MCA’s staff is organized into “business units” structured around these pillars:

Places – Develop the “places” that foster the growth of the biosciences and healthcare industries where private industry or public institutions are not developing these places or where these entities need assistance, such as private research and technology commercialization centers (e.g., Cardwell Collaborative), multi-tenant medical office spaces, etc.

Programs – Develop programs that enhance the regional biosciences and healthcare industries, promoting inter-institutional and inclusive collaborations, translational research and innovation, entrepreneurship, incubation / acceleration, product / process development, access to capital and advanced bio-manufacturing

Platform – Maintain an MCA organization with strong board leadership, staff and control processes to be able to effectively manage large grants and contracts, execute complex programmatic and infrastructure projects and preserve MCA’s sound financial condition.

More at: www.MCAmericas.org or www.bioelpasojuarez.org

MCA GUIDING PRINCIPLES:

1. **Collaborative** – The MCA and its staff call for collaboration, thus they are the model for collaborating externally with stakeholders and internally with co-workers.
2. **Belief** – The MCA and its staff believe in our region’s ability to achieve our mission.
3. **Shared Commitment to Success** – MCA is committed to assisting employees achieve their personal objectives. MCA employees are committed to actively playing a role in achieving the MCA’s mission.
4. **Accountability** – The MCA and its staff acknowledge and assume responsibility for actions, deadlines, products, services, decisions, policies and outcomes.
5. **Innovation** – The MCA and its staff pursue new creative ideas and processes that have the potential to change the world.
6. **Resourcefulness** – The MCA and its staff maximize the limited resources of the MCA, to reduce fundraising burdens, respect the generous donations of donors, enhance audit outcomes, ensure financial stability of the organization.
7. **Balance** – The MCA and its staff take a proactive stand to create and maintain a healthy work-life balance for workers, understanding that balance means different things to different people.
8. **Commitment** – The MCA and its staff commit to great products, services, and other initiatives that impact lives within and outside the organization.
9. **Diversity** – The MCA and its staff respect diversity of thought, talent, skills, gender, race, etc.
10. **Empowerment** – The MCA and its staff encourage employees, clients, start-ups, etc. to take initiative and give the best. Adopting an error-embracing environment to empower employees to lead, make decisions and improve.
11. **Integrity** – The MCA and its staff act with honesty and honor without compromising the truth.
12. **Ownership** – The MCA and its staff take care of the company and clients as they were one’s own.
13. **Continuous Improvement** – The MCA and its staff believe that the organization and each staff member should be striving to learn, grow and improve continuously.
14. **Community** – The MCA and its staff contribute to society and demonstrate corporate social responsibility.
15. **Safety** – The MCA and its staff ensure the health and safety of employees, clients, tenants, etc. and go beyond the legal requirements to provide an accident-free workplace.