

Job Description

Executive Director, Life Science Mentor Network powered by BioTN and LaunchTN

The Life Science Mentor Network at BioTN is a systematic mentoring program that continues to make a positive impact on the entrepreneurial community in our industry. Since 2015 the program has helped develop quality startups that are prepared to make pitches for investment.

Modeled from San Diego CONNECT's Springboard program, the Mentor Network has successfully connected seasoned mentors with exciting new Tennessee-based companies and technologies to leverage the wealth of knowledge available in our state's larger accelerator network, all while supporting our startup economy.

The Life Science Mentor Network at BioTN provides unique access to industry specific assets, networking opportunities with BioTN partners and Life Science TN members, as well as opportunities to participate in BioTN, Life Science TN and Launch Tennessee programming.

The Mentor Network uses a video conference service to engage and connect mentors and entrepreneurs across the state of Tennessee and beyond. Of course, in-person meetings are encouraged when possible.

Role of the Mentor Network Executive Director

- Oversee all aspects of the program, including establishing and monitoring financial controls, being the primary point of contact for companies and mentors in the program and to assist with the marketing and development of the program.
- Reviewing the history and opportunities of the program including promoting and expanding program partnerships with industry, academia and investors across Tennessee and beyond.
- Lead training in the program model so that all participant are familiar and comfortable working in the programmatic structure.
- Work with companies to help identify their readiness for the program, their mentoring needs and ensure they are matched with appropriate mentors from our network.
- Facilitate panels and mentor sessions, or have appropriate EIRs to fulfill the roles.
- Serve as the lead EIR for all companies, but may assign other EIRs to serve companies as needed and required.

Program administration, including scheduling panels, document updates, and communications assistance is managed by Hall Strategies through its association management contract with BioTN.

Mentor Network KPIs

As per BioTN's contract with LaunchTN for funding, the program has a goal to meet the following metrics:

10 companies in the program annually; 6 reaching capital funding events through graduation

80 mentors engaged in the program annually

4 mentor network promotion and education events with ~15 participants each year