



## NeighborShare Executive Director Job Description

### About NeighborShare

40% of Americans can't afford a \$400 emergency.

[NeighborShare](#) is a nonprofit startup on a mission to empower community frontline heroes to get our neighbors the help they need, when they need it.

We partner with the frontline heroes who know our communities best—case managers, teachers, social workers—to identify pivotal needs of \$400 or less that would otherwise go unmet. We make it easy for donors to share resources with trust, empowering these frontline heroes to directly address needs fast when other options have run out.

Founded during the pandemic, NeighborShare has quickly scaled its footprint to a national network of over 60 partner organizations, directly helping over 3,000 neighbors across 25+ states within our initial proof of concept phase. We have been powered by a [dedicated team](#) of 30+ volunteers who are experts in their fields—business strategists, engineers, product designers, marketers—who have all come together from across the country to drive toward this mission. We are also led by a highly engaged Board of industry leaders from world-class companies like Stripe, Goldman Sachs, and Alibaba Group. Actively building toward a true national movement, our team is driven by a generosity of spirit and a shared vision of what the future of philanthropy looks like.

NeighborShare is seeking to hire an exceptional entrepreneurial leader who can build upon its initial momentum and lead it through its next phase of evolution and impact. We value ability, open-mindedness, and willingness to learn over years of experience. Relentless passion, scrappiness, and results-orientation are a must.

If our mix of startup pace and passion along with institutional support and expertise sounds intriguing, or if you're looking for a place where you will have the opportunity to shape and lead an organization toward meaningful community impact, learn a lot, and partner with accomplished leaders like [Brian Kreiter](#), [Carey Halio](#), and [John Caplan](#), we hope you'll join us.

### Role Overview

As the first-ever compensated leader of the organization, you will have overall strategic and operational responsibility for NeighborShare. You will have the exciting entrepreneurial challenge of driving our model from its current proof of concept phase into a sustainable and scalable one, with an ambition to achieve impact at a true national scale through time. You will have the advantage of getting to build off of the strong foundation that has already been established, and yet also have endless room to creatively shape the future direction of NeighborShare.

This role is best suited for candidates with previous experience at one or more early-stage companies, in particular across the product, growth, and/or business development domains.

We want to talk to you if you are:

- An **independent self-starter** with an entrepreneurial mindset and an ability to get things done quickly and cleverly in the face of limited resources.
- A **strong collaborator** capable of overseeing, motivating, and adding to our remote team of volunteers and full-time staff, and open-minded problem solver who can extract input from our world-class Board and extensive advisory network to help crack our hardest nuts.
- A **creative problem solver** excited and equipped to attack our problem set from multiple angles, whether it's via technology or business development, and energized by running experiments and failing fast to help inform the next pivot.
- A **passionate advocate** of our mission, and capable of articulately conveying our message to multiple sets of stakeholders, including our partner organizations, donors, and prospective strategic partners.

This is a remote (US-based, with a strong preference for someone based in NY, CT, or NJ), full-time role with an expected all-in compensation range of \$150-175k commensurate with professional experience and track record. This role will report directly to the Board of Directors. If successful, you have the potential to impact countless neighbors' lives during their greatest moment of need, across all corners of the country.

### **Responsibilities**

- Drive the day-to-day of the organization, leading company operations, financial and organizational management
- Recruit, organize, and motivate volunteers and staff in a virtual environment
- Partner with the Board of Directors to shape the vision and strategic direction of NeighborShare
- Partner with the Board of Directors to secure and sustain strategic partnerships that will help accelerate the growth of NeighborShare's impact and reach
- In conjunction with the above, ensure NeighborShare reaches product market fit, develop overall go-to-market strategy, and drive its implementation
- Nurture a collaborative community within our partner nonprofit network
- Support the Board of Directors in developing and driving fundraising strategy, and steward donor relationships
- Ensure business needs are translated into a technology roadmap, as necessary
- Ensure the projection of a strong, cohesive NeighborShare message to key stakeholders

### **Basic Requirements**

- A strong passion for social impact, with particular commitment to NeighborShare's model
- A desire to own the growth of a nonprofit startup
- 9-12+ years of total work experience, with proven leadership capabilities
- Experience scaling one or more early-stage companies, with preference given for experience in product, growth, and/or business development domains
- An action-oriented, entrepreneurial spirit

### **Contact Information**

Please email [NeighborShareEDSearch@gmail.com](mailto:NeighborShareEDSearch@gmail.com) your cover letter and resume if are interested in exploring this opportunity.