



# ELEMENTAL EXCELERATOR

We're looking for an Equity & Access Innovation Manager!

## About Elemental Excelsior

[Elemental Excelsior](#) (Elemental) is mission-focused accelerator connecting commercial opportunities to entrepreneurs building world changing companies. Each year, we find 15-20 companies that best fit our mission and fund each company up to \$1 million to improve systems that impact people's lives: energy, water, agriculture, transportation, circular economy and beyond. Built in collaboration with Emerson Collective, Elemental is supported by the U.S. Navy and a diverse coalition of utility partners, corporate partners, state governments, and philanthropic organizations.

We believe that our most complex problems require collective action – and that this action must start at the local level. Our goal is not only to curate a portfolio of innovative and impactful startups, but also to build an ecosystem of passionate people working to change the world, one community at a time. We work in Hawaii, California, and strategic locations throughout the Asia Pacific where we see strong potential for commercial inflection points. We hope you'll join us.

## Our Values

At Elemental Excelsior, our values drive the way we do our work, and we look for individuals who share our passion. We blend an entrepreneurial spirit with diverse backgrounds and roots, cultivating a dynamic culture where everyone's contributions are valued and encouraged.

- KULEANA: We take responsibility to care for our place and its people.
- HUMILITY: We bring open hearts and listen with intention.
- SINCERITY: We practice honesty and find the strength to do what we believe is right and just.
- CURIOSITY: We seek to always learn and deepen our understanding.
- JOYFUL WORK: We find joy in each other and in our mission.

## Equity and Access Innovation Manager

Our team is looking for someone with expertise in equity, diversity, and inclusion to join our team and help build our Equity & Access program!

This role encompasses two major components: (1) developing and leading the implementation of an online platform to share learnings both within our portfolio and to the broader technology sector; and (2) building out our Equity & Access curriculum (Equity In, Equity Out) to support portfolio companies. Other responsibilities include co-designing projects with

portfolio companies to ensure equitable outcomes, working with project partners, and industry stakeholders. This role is meant to expand the impact of our Equity & Access track across our portfolio and beyond.

The Equity & Access Innovation Manager will report to our Director of Equity & Access Innovation, as well as cross-functionally with our entire team. Activities may include:

### **Equity & Access programing lead and portfolio management:**

- Lead content creation for and deliver key components of Elemental's Equity & Access curriculum
- Stay abreast with Equity & Access trends and best practices with the goal of continuously improving Elemental's ability to serve portfolio companies
- Work in close collaboration with our Communications team to create thought leadership content in print and digital form and represent Elemental at events (including on stage as a speaker)
- Work closely with our Equity & Access entrepreneurs to help them scale their businesses and impact
- Capture key equity impact insights and data from projects, and help our companies scale 10x after project completion
- Understand and seek out opportunities to include workforce development and community partnership in Elemental portfolio company projects
- Work creatively with our Policy & Community team to remove policy barriers for our Equity & Access portfolio companies
- Build partnerships that move the Equity & Access track forward across the non-profit, private, and public sectors and help us reach our goal of expanding the track to our entire portfolio and beyond
- Serve as a Board Member or Board Observer to our portfolio companies, as opportunities arise

### **Equity & Access 'Innovating for 100' Initiative:**

- Overall project management of Elemental's new Innovating for 100 Initiative, including:
  - Manage and lead stakeholder interviews seeking industry-wide best practices for Equity In & Equity Out priorities
  - Lead the creation of a report in partnership with the California Policy & Community team documenting diversity and inclusion best practices in the tech sector.
  - Lead Elemental's effort to make our Equity In & Equity Out framework accessible to startups across and beyond our accelerator
  - Manage the development of a digital platform to make Equity In & Equity Out resources available to a wider startup audience
  - Collaborate with Elemental's Communications team and others to ensure information about the Innovating for 100 Initiative are being shared far and wide.

## **Qualifications**

### **Minimum Qualifications:**

- A belief that innovation can and should serve the needs of all people, especially vulnerable populations that have been historically left out of clean technology solutions.

- Industry experience in 'Equity In' focus areas: diverse hiring, inclusion & retention, supplier diversity and sustainability practices.
- Industry experience in 'Equity Out' focus areas: technology access, unintended consequences, workforce development, and community partnership
- Program Management experience
- Experience working with and engaging diverse stakeholders and team members
- Experience convening/leading events and conversations
- Excellent oral and written communications skills
- Team-oriented mindset and ability to work successfully in fast-paced, diverse teams
- Entrepreneurial approach
- Outstanding organizational skills
- Bachelor's or Master's degree from an accredited post-secondary university

#### **Preferred Qualifications:**

- Familiarity with our sectors: energy, agriculture, water, mobility, and/or circular economy
- Familiarity with the incubator/accelerator landscape
- Experience with startups and the venture capital landscape
- A network across startups and corporates
- Demonstrated understanding and willingness to learn about best practices across our 'Equity In & Equity Out' framework with a desire to make it better.
- Fluency in the most leading and emerging diversity & inclusion models and ability to work across industries to design projects that help to scale these models
- Recognized leader in the field

#### **Location**

Bay Area, CA (San Francisco and East Palo Alto) with 10% of travel for events, team gatherings, etc.

#### **Compensation**

Elemental Excelerator offers a competitive salary based on the organization's compensation philosophy, which is grounded in market data. We also offer comprehensive health & welfare benefits and top of the market paid time off. This is a full-time "at-will" position working 40 hours per week.

Elemental Excelerator is an Equal Employment Opportunity Employer and has a strong commitment to diversity. Candidates of all backgrounds are encouraged to apply.

Please submit a resume and cover letter online at [www.elementalexcelerator.com/mission/#join](http://www.elementalexcelerator.com/mission/#join).

We will accept and review applications on a rolling basis. Although all applications will be considered, we may be unable to respond to all inquiries.