

## ***Proof of Concept Fund Manager, BioNexus KC***

### **Job Summary**

The fund manager will be responsible for ensuring the short and long-term success of “proof of concept” (POC) funds in the Kansas City area through BioNexus KC. The funds will focus on life science technologies in people and animals and more broadly in STEM disciplines. The manager will be responsible for managing the fund-raising process, developing scientific advisory boards, developing an efficient application process, managing POC milestones, assisting companies with business development, mentorship and follow-on funding.

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### **Job Responsibilities**

- Works with the BioNexus President to develop the infrastructure to ensure the long-term success of the POC funds.
- Manages the fund-raising process
- Plans, partners and communicates with academic, industry and community leaders to ensure success of the POC funds
- Scouts technologies in the region that would benefit from the POC fund and process
- Develops and facilitates scientific advisory boards to help review and guide POC decisions
- Develops an efficient, secure and customized application process
- Manages the POC project review process
- Works with legal counsel to review intellectual property positions
- Ensures portfolio companies deliver on stage-gate milestones for efficient POC execution
- Provides business subject matter expert (SME) advice to portfolio companies and/or connects with community resources
- Develops technology SME relationships to provide guidance and mentorship to startup companies
- Assist with identifying SBIR/STTR and federal funding opportunities and connect to community grant development resources
- Develops and maintains relationships with regional and national investment funds to help secure follow-on funding for portfolio companies
- Evaluates risk on an ongoing basis to proactively consider solutions and exits
- Maintains quantitative and qualitative portfolio performance activity, holdings and records
- Prepares internal monthly and quarterly manager and/or portfolio reports detailing performance, and exposures
- Has a proclivity to work with young entrepreneurs and high school students in technology development
- Exudes professionalism, leadership, honesty and integrity. Must be comfortable working independently, exercise deliberate decision-making, and remain politically astute.

### **Education**

- Master of Business Administration or Master of Science in Economics, Finance or Mathematical science studies with a strong record of academic achievement.

### **Certifications**

- Possession or progression toward Chartered Financial Analyst (CFA) or Chartered Alternative Investment Analyst (CAIA) preferred.

**Experience**

- 6 – 10 years of experience in POC or seed fund investments