



Position Title: **SKAGIT VENTURE CATALYST** (*contractor, not employee*)

Estimated Contract Dates: Jan 2023 – Dec 2024 (*potential to expand*)

Contractor Fee: \$6,000 – 7,000 per month + approved expenses

Application Deadline: **11:59pm, October 29th**

Position Description: Provide “Venture Catalyst” support on behalf of RAIN (www.oregonrain.org) to the entrepreneurial community in Skagit County, Washington. This is an independent contractor position, not an employee position. Venture Catalysts have experience starting or scaling a company and/or significant experience in the startup ecosystem, and understand the value of building an entrepreneurial ecosystem that is inclusive and community-informed.

Regional Focus: Skagit County, Washington

Location: This is a remote position, but work will be performed in Skagit County, WA. Candidate MUST reside in or near Skagit County.

Travel: 50% travel to communities in “Regional Focus.” Access to your own reliable transportation is required.

Ideal Candidate Description: Are you an entrepreneur, innovator, or small business owner who enjoys starting or creating new things, being a part of something important, and making an impact in your community? Do you get excited about the idea of helping other entrepreneurs pursue their dreams? Have you ever been called a “connector” because you enjoy referring people to resources to help them advance and grow? Are you looking for a meaningful role that will allow you to help build/grow an entrepreneurial hub/culture in Skagit County? Are you a self-starter with a strong work ethic who feels like you accomplish more in a day than most do in a week?

If you can answer “yes” to all of these questions, RAIN wants to meet with you. RAIN is hiring a Venture Catalyst (a community-based entrepreneurial ecosystem-builder) to help catalyze entrepreneurial efforts in Skagit County, WA.

This person will work closely with RAIN’s CEO, Deputy Director, Development & Operations Director, RAIN’s remote team, the Economic Development Alliance of Skagit County (EDASC), and other economic development and community partners to continue to help launch/grow an inclusive entrepreneurial ecosystem in Skagit County.



Contractor Responsibilities: Fulfill the contract that RAIN has with the Economic Development Alliance of Skagit County (EDASC):

#1: Ecosystem Leadership & Growth:

- Study and implement the elements of an [inclusive entrepreneurial ecosystem](#)
- Participate in the Skagit County entrepreneurial community
- Champion the region's entrepreneurial ecosystem and innovation economy
- Assist in activating and elevating pools of capital to advance the region's entrepreneurial ecosystem
- Track and update the entrepreneurial assets in the Skagit County region, identify gaps for startups and innovators, make recommendations for closing those gaps, and collaborate with regional partners to help fill gaps
- Advocate on behalf of entrepreneurship and innovation (E&I) to ensure barriers are reduced and the playing field is leveled for startups and small businesses
- Engage in fundraising and sponsor-onboarding
- Elevate all E&I ecosystem assets, resources, and organizations

#2: Ecosystem Activation:

- Host relevant events that support the region's entrepreneurs and innovators
- Develop, lead, and grow programs to support entrepreneurs and innovators in Skagit County
- Identify and connect startups to needed resources: *people* (mentors/employees), *programs* (accelerators/workshops), *physical assets* (equipment, labs, office space), and *capital* (investment capital, grants, loans, crowdfunding)
- Travel around Skagit County to meet with entrepreneurs and community partners
- Enlist community members to serve as champions of the E&I ecosystem
- Identify and onboard new startup mentors who have "been-there, done-that"
- Identify and educate potential startup investors in partnership with RAIN's Capital Access Director

#3: Ecosystem Partnerships:

- Partner closely with E&I ecosystem partners to sustain and expand programs (e.g., *city, county, and state leaders; economic development officials; Small Business Development Centers; K-12; colleges, technical centers/schools; ports; business support organizations; service providers; downtown/main street associations; Workforce; Chambers of Commerce; tourism; etc.*)
- Interact with partners in the ecosystem and seek-out opportunities for collaboration that elevate the entire ecosystem
- Work with regional partners and RAIN to provide thought-leadership regarding the local startup community and to identify, prioritize, and develop strategies around key regional entrepreneurial needs

#4: Ecosystem Culture & Communications:

- Develop marketing, communications, and public relations campaigns to promote entrepreneurial activities in the region (in partnership with RAIN's marketing team)
- Record video and photos of activities and events, as well as testimonials from entrepreneurs
- Pitch important entrepreneurial stories to local press in each community
- Communicate regularly with RAIN's CEO, Deputy Director, Development & Operations Director,



Accelerator Director, DEI Manager, Marketing & Communications Lead, and RAIN's other contractors to launch and build the entrepreneurial ecosystem in Skagit County

- Communicate with elected officials about the economic impact of RAIN's activities in the region, including bringing regional entrepreneurs, innovators, and partners to meetings to elevate messaging
- Attend City Council, County Commissioner, and other public meetings to provide program updates
- Attend EDASC meetings relevant to E&I
- Deliver updates to RAIN's board of directors and RAIN's partner, EDASC
- Track and report key metrics
- Ensure all approaches align with [RAIN's Diversity, Equity, & Inclusion statement/philosophy](#)
- Ensure all outreach and activities culturally align with RAIN's "joining in" and not "swooping in" philosophy/approach
- Serve as a mentor to entrepreneurs, as needed, and abide by [RAIN's Mentor Manifesto](#)

Contractor Qualifications:

- **Must reside in or near Skagit County, WA (strong preference for an individual who has started an/or run a business *in/near* Skagit County)**
- Able to work remotely and travel around Skagit County
- Prior experience being a 1099 Contractor and understands the State of Washington's Independent Contractor Law
- Entrepreneurial background and network
- Extreme bias toward action
- Naturally curious and humble in approach
- Self-starting ability; willing to innovate and adapt
- Able to pivot quickly without being flustered
- Excellent mentor and motivator to others
- Able to manage others and communicate priorities
- Able to confidently deliver workshops on topics related to early-stage entrepreneurship
- Strong communication, leadership, facilitation, organizational, and interpersonal skills
- Experience running online meetings and workshops
- Able to manage multiple tasks simultaneously, remain professional and organized, and prioritize follow-up
- Detail-oriented and excellent project manager
- Able to build bridges and turn difficult conversations into win-win outcomes
- Inclusive and diplomatic approach at all times
- An understanding of startup nomenclature and what it takes to start and grow a business in Washington
- Stay up-to-date on best practices for startups and business management
- Able to coach entrepreneurs on business pitches and make introductions to potential funders
- Self-motivated and able to work collaboratively with individuals from various backgrounds
- Strong technology skills and an ability to easily learn/use new software and web programs
- Ability to hit the ground running with the following technologies:
 - *Google Suite, Zoom, Slack, Expensify, Canva, Monday.com, Calendly, YouTube, Facebook, Twitter, and Instagram*



To Apply: Please email all of the application materials below to Caroline Cummings, RAIN’s CEO | caroline@oregonrain.org using the subject: “**Skagit Venture Catalyst**”

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1. A link (not a video file) to a 3-4 minute video that addresses your:

- A. Knowledge about RAIN and inclusive entrepreneurial ecosystem-building
- B. Knowledge about Skagit County’s entrepreneurial ecosystem
- C. Background in entrepreneurship and/or innovation
- D. Cultural fit for this position (leadership, partnership, and work styles)
- E. Why you’re the right person for this role

2. A document (3-page limit) outlining:

- A. Your experience and approach regarding the 4 ecosystem responsibility areas in the “Contractor Responsibilities” section above (please be specific)
- B. Rate your experience with each of the technologies we use (**Never Used, Beginner, Competent, Power User**):
 - a. *Google Suite (Docs, Calendar, Drive), Hosting Zoom Sessions, Slack, Monday.com, Calendly, Expensify, Canva, YouTube, Facebook, Twitter, and Instagram*
- C. Provide at least 3 references who can speak to your qualifications:
 - a. *Someone you’ve mentored*
 - b. *Someone you’ve supervised or managed*
 - c. *Someone who has managed you*

3. Resume that includes a link to your updated LinkedIn profile

RAIN is committed to building a diverse team and strongly encourages applications from women, people of color, LGBTQ+, those living in Skagit County, and veterans.

About RAIN: RAIN (Regional Accelerator & Innovation Network) is a 501(c)(3) global non-profit organization that is run by experienced entrepreneurs and exists to reduce barriers to entrepreneurship and innovation. Since 2014, RAIN has been invited to serve 30 cities across 5 counties in Oregon to help them build inclusive entrepreneurial ecosystems and innovation economies. As of September 2022, RAIN has also been invited to serve Skagit County, WA’s entrepreneurial community as well as help advance women entrepreneurship in Islamabad/Rawalpindi, Pakistan.

RAIN’s Mission: To partner with communities to catalyze inclusive entrepreneurial ecosystems, connect entrepreneurs to resources—including overlooked entrepreneurs—and contribute to the creation of prosperous economies.

RAIN’s Vision: Communities support, value, and celebrate entrepreneurs; regional leaders recognize entrepreneurs are a primary creator of net new jobs; small and rural communities have thriving economies; and a culture of possibilities is embraced.

Visit www.oregonrain.org to learn more.