

**Job Title:** Venture Associate - NSF I-Corps Hub: Northeast Region

**Department:** Horn Entrepreneurship

**Location:** FinTech Innovation Hub

**Position Type:** Part-Time (10-15 hours/week)

**Anticipated Start Date:** May 10th, 2024

**End Date:** May 31st, 2025 (potential for one-year renewal)

**Position Summary:**

The National Science Foundation (NSF) Innovation Corps (I-Corps) program is dedicated to fostering innovation and entrepreneurship within the academic community. As an NSF I-Corps Hub Institution, the University of Delaware, through Horn Entrepreneurship, seeks a motivated and passionate graduate student to join our team as a Venture Associate. This role is pivotal in promoting and recruiting for the NSF I-Corps program, helping participating researchers and innovators transform their ideas into successful startups.

**Responsibilities:**

- **Promotion and Outreach:** Develop and execute marketing strategies to promote the NSF I-Corps program within the academic community, particularly among STEM graduate students, by collaborating with university departments, research centers, and entrepreneurship clubs.
- **Team Recruitment:** Leverage academic events, conferences, and workshops to identify, engage, and recruit potential research teams and innovators; and maintain a database of interested parties.
- **Information Sessions:** Organize and conduct NSF I-Corps educational sessions; and provide guidance and support during the application process.
- **Program Coordination:** Support the planning and coordination of workshops, training sessions, and networking events in collaboration with the UD I-Corps Program Manager.
- **Team Support:** Act as a liaison between selected teams and program mentors; facilitating team member communication and collaboration; and assist teams preparing for customer discovery and the I-Corps curriculum.
- **Reporting and Evaluation:** Document program activities and team progress; provide regular reports for program leadership; collect participant feedback to identify program improvement opportunities.

**Qualifications:**

- Currently enrolled as a graduate student in a relevant field (business, science, engineering, or related disciplines).
- Strong passion for entrepreneurship, innovation, and technology commercialization.
- Excellent communication (written and verbal), interpersonal, and organizational skills.
- Self-motivated, organized and detail-oriented with the ability to work independently and manage multiple tasks..
- Proficiency in Microsoft Office Suite (e.g., Word, Excel, PowerPoint).
- Familiarity with the NSF I-Corps program or experience in entrepreneurship is preferred, but not required.

**Benefits:**

- This is a part-time, on campus employment.
- Hourly wage is \$22.
- The opportunity includes networking and skill development in entrepreneurship and innovation.

**Application Process:**

The NSF I-Corps program is committed to diversity and inclusion. We encourage candidates from all backgrounds and experiences to apply. Join us in promoting innovation and entrepreneurship within the academic community and helping research teams to make broader impacts by translating their inventions from the lab to the marketplace. Interested candidates should submit their resume and a cover letter outlining their qualifications and enthusiasm for the role to [wilford@udel.edu](mailto:wilford@udel.edu), and copy [garry@udel.edu](mailto:garry@udel.edu). Please include "Venture Associate Application - [Insert Your Name]" in the subject line.

**Priority Application Deadline:** May 1<sup>st</sup>, 2024

**Primary/Supervisor Contact:** Troy Wilford

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