



## **EDA Recompete – Eastern Kentucky Social Enterprise Accelerator (SEA) – SEA Support Analyst**

Shaping Our Appalachian Region (SOAR) is hiring a full-time position to oversee activities related to its Eastern Kentucky Social Enterprise (SEA) component project under its Phase II application to the EDA Recompete Pilot Program. This role involves analysis and research, intake and advisory role for SEA participants and technical assistance providers, marketing and outreach, works closely with the SEA participants, mentors, and other stakeholders to drive innovation, foster growth and maximize the potential of new endeavors in the region. This is a grant-funded position serving 12 SOAR counties: Bell, Floyd, Harlan, Johnson, Knott, Knox, Leslie, Letcher, Magoffin, Martin, Perry, and Pike.

This position will report to the SEA Project Manager.

### **Duties and Responsibilities**

1. Support the SEA Project Manager and Coordinator as needed.
2. Conduct SEA market research.
  - Conduct comprehensive market research to identify industry trends, market dynamics, and competitive landscapes.
  - Analyze market data and insights to identify potential opportunities and challenges for the participants within the accelerator program.
  - Stay updated on emerging technologies, business models, and market disruptions relevant to the startups' industries.
3. Conduct SEA participant intake and evaluation.
  - Assist in the evaluation and selection process of startups applying to the accelerator program.
  - Analyze business plans, financial projections, and market potential (as applicable) to assess the viability of an applicant.
  - Collaborate with the accelerator team to identify adequate social enterprises and new endeavors aligned with program objectives.
4. Provide needed advisory to SEA participants and support technical assistance providers.
  - Work closely with SEA participants to develop and refine their business strategies and plans.
  - Provide direct support to technical assistance providers, to include strategic advice and actionable recommendations (when appropriate) for participants of the SEA.
  - Support SEA participants (when applicable and necessary) in developing investor pitches, presentations, and marketing materials to attract funding and partnerships.

# SOAR

5. Provide support to any future funding mechanisms.
  - Support any funding meetings, to include coordination and administration activities.
  - Support funding opportunities and any loan packaging, if necessary.
  - Provide due diligence support (when necessary).
6. Provide outreach and marketing support for the SEA.
  - Foster and support connections and collaborations between participants, mentors, investors, and industry experts within the region.
  - Identify potential partnership opportunities, funding sources, and strategic alliances to support the growth of participating social enterprises.
  - Represent the accelerator program at industry events, conferences, and networking functions to enhance visibility and attract potential participants.
7. Support coordination of Mentoring Program events and regular meetings.
  - Provide business analysis and research as needed.
  - Coordinate and provide administrative support for all meetings.
8. Provide office support and ongoing administrative duties for all SEA locations (to include remote space).
  - May include travel (regional) as necessary.
9. All other duties as necessary.

## Expectations

- Strong interest in increasing prosperity in Eastern Kentucky communities.
- History of identifying and supporting marginalized populations inside underserved communities.
- Passion for entrepreneurship, innovation, and supporting new endeavors in their growth and development.
- Entrepreneurial experience or working knowledge of entrepreneurial-led economic development. Banking or financial analysis experience preferred.
- Demonstrated project management abilities, with a keen eye for detail and the ability to manage multiple priorities under tight deadlines.
- Proficiency in financial modeling, market research, and business planning tools/software preferred.
- Familiarity with venture capital, angel investing, and startup financing mechanisms is a plus.
- Strong communication and interpersonal skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Good attention to detail and a positive attitude

## Culture and Core Values

# SOAR

SOAR's mission is simple: grow Eastern Kentucky's population.

Our team culture is anchored by putting the interests of Eastern Kentucky first in all that we do. We believe treating others the way we want to be treated is always within our control. Our core values include faith, selflessness, grit, integrity, and empathy. We do our best to exemplify these daily in our interactions with each other and with external partners.

## **Why SOAR?**

The SOAR organization offers a chance to be part of a movement that's bigger than any one of us individually. Eastern Kentucky won't be solved by others. It's going to take us to come together to find the solutions. Through communications, collaborations, and convenings, SOAR is on the front lines helping to get the right people in the right rooms to ensure the future of Eastern Kentucky burns as bright as ever.

SOAR offers a competitive salary along with the following benefits:

- 100% paid individual health insurance
- SIMPLE IRA retirement plan
- Cell phone stipend
- Mileage reimbursement for work-related travel
- Laptop provided
- Annual bonus

## **Apply Now**

Please apply [here](#).

*SOAR is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.*