

MIT Job Description: DRAFT

**Executive Director, Legatum Center for Development and Entrepreneurship at MIT**

*“Accelerating Global Prosperity through Principled Entrepreneurial Leadership in the Developing World”*

<b>Job Title:</b> <b>Executive Director, Legatum Center for Development and Entrepreneurship at MIT</b> <b>Senior Lecturer, MIT Sloan</b>	<b>Position Title: Executive Director, Legatum Center for Development and Entrepreneurship at MIT</b>  <b>Senior Lecturer, MIT Sloan</b>
	<b>% Effort or Wkly Hrs: 100%</b> <ul style="list-style-type: none"><li>- <b>40%</b> Leadership &amp; empowerment of Legatum team</li><li>- <b>40%</b> Teaching, curriculum development &amp; student mentorship</li><li>- <b>20%</b> External relations, fundraising, donor stewardship &amp; partner engagement</li></ul>

**Center Overview:**

The Legatum Center for Development and Entrepreneurship at MIT (ADD URL) is a global community committed to serving students who are tackling our world’s greatest challenges and driving global prosperity through their principled entrepreneurial leadership in the developing world.

We passionately believe that entrepreneurs (and their market-driven solutions) are critical to advancing economic and social progress —and when equipped with strong purpose, a principled mindset, and innovation-driven products and services, they have the power to build viable, scalable businesses that transform lives and catalyze societal transformation. Drawing on MIT talent, presence, networks, expertise and values, the Legatum Center provide exceptional students from around the world with an educational platform to launch transformative ventures and enhance their principled leadership skills with the goal of maximizing their likelihood of success today and impact over a lifetime.

**Position Description**

The Executive Director serves as a visionary leader who strives to continue to build a highly effective, globally visible center at MIT focused on transformative entrepreneurship in the developing world. The core mission of the center is to create the next generation of entrepreneurial leaders who will not only build effective market-driven solutions in the developing world through their entrepreneurial activities and passion, but will also act as change agents engaging with policy makers at the highest level to change the broader institutional and economic conditions for entrepreneurship. The Center does this through its teaching and mentoring, thought leadership, global advocacy, and being part of the broader MIT community committed to entrepreneurship and development.

The Executive Director leads and oversees all operational, financial and program management of the Legatum Center for Development and Entrepreneurship at MIT. Reporting to the Faculty Director of the Center and Associate Dean of Innovation (Professor Fiona Murray of the MIT Sloan School), the Executive Director is responsible for empowering a committed team to provide exceptional education and mentorship opportunities for MIT students and lead global engagement, thought leadership and resource development activities for the Legatum Center. The Executive Director continues to serve and strengthen the Legatum Center’s mission by working with leadership, faculty and DLCs across MIT and MIT Sloan, as well with key strategic partners across the world. She/ he is also responsible for hiring and onboarding to ensure all team members embody the mission and values of the Center. She/ he is also the public face of the center and is responsible for promoting and representing the Legatum mission on a global stage.

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## **Principal Duties and Responsibilities (Essential Functions\*\*):**

### **Center Leadership & Team Management**

The Executive Director uses Center's mission and core strategy as a basis to develop objectives and goals; works to expand the reach and influence of the Center while maintaining a high standard of course quality; and leads a committed team to deliver on core elements of center strategy and mission.

### **Student Mentorship & Fellowship Support**

Students are the Legatum Center's primary customer. The Executive Director spends considerable time mentoring the Center's Fellows as they develop their ventures and consider their influence on the ecosystem in their chosen developing world countries. The Executive Director also manages an Entrepreneur in Residence and works collaboratively with the Trust Center EIRs and other MIT mentor networks to provide mentorship to Legatum students on the realities of being an entrepreneur pursuing emerging/ developing world market opportunities. The Executive Director leads and empowers the Student Programs Director to execute on a set of education, community and funding activities that supports the Legatum mission and also to develop a rigorous Fellowship selection process that reflects the core values of the center. The Executive Director provides strategic direction, support and insight where necessary.

### **Teaching & Curriculum**

The Executive Director leads the development and delivery of a core class on entrepreneurship in developing countries, as well as collaborating with faculty across MIT to build an effective curriculum on this critical topic to complement the general entrepreneurship curriculum currently available. Also leads the practice/action aspects of the educational process including an emphasis on expanding in-county action learning and research activities with the MIT Sloan action-learning group; conducts outreach to the entrepreneurial, policy and media communities focused on the link between prosperity, entrepreneurship and growth; develops resources for the Center; works with the Faculty Director and other MIT faculty to shape thought leadership to ground Center activities; collaborates with the Center's Faculty Director and other related centers across campus to develop the community for entrepreneurship throughout MIT.

### **Program Management & Student Program Experiments**

The Executive Director empowers and leads the Legatum team to run programs at MIT to help advance the emerging market entrepreneurship educational infrastructure at MIT and around the globe. This includes working collaboratively with other centers (including Trust Center, Innovation Initiative, MIT REAP, MISTI, Tata, DLab, Lemelson, Technology Licensing Office, Media Lab, Despande etc.) along with other accelerators on and off campus as well as Sandbox/Engine.

### **Collaboration and Outreach**

The Executive Director embodies the mission and vision of Legatum Center and will find opportunities to advocate and promote the Legatum mission on a global stage. Will continue to nurture existing relationships and build new partnerships with those who share the Legatum Center's vision for building a better world through entrepreneurship.

### **External Relations**

The Executive Director is responsible for leading and managing the budget, fundraising and donor stewardship to ensure the sustainability of the Center. Will be responsible for major gifts and fundraising efforts. Will develop a governance structure that allows for the center to build a strong and sustainable community of donors who feel connected to the vision and impact of the center.

### **Operations**

The Executive Director is responsible for managing and empowering a committed team to serve the Legatum mission and help them maximize their professional potential. Will lead, coach, develop and retain talent. Also responsible for managing the vision and implementation of moving the Legatum Center

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into a space in the new innovation building. Will work collaboratively with the Innovation Initiative team to provide a productive and collaborative space for the Legatum team, students and broader community.

**Supervision Received:**

He/ she will be supervised by the Faculty Director of the Legatum Center for Development and Entrepreneurship and Associate Dean of Innovation (Professor Fiona Murray of the MIT Sloan School). She/he receives minimal supervision and is expected to make decisions independently and keep the Faculty Director and Board informed as necessary. Performance and development goals will be determined by using Sloan's HR procedures and templates.

**Supervision Exercised:**

The Executive Director will supervise all Legatum Center staff.

**Qualifications & Skills:**

**REQUIREMENTS:**

Master's degree and at least 10 years of experience focused on building entrepreneurial businesses in developing world settings – as a founder, CEO and/or investor; Strong leadership skills with a track record in leading, empowering and managing a team; track record in working effectively with policy makers/NGOs etc. to promote entrepreneurship and policy-change for entrepreneurship, commitment and experience in advocating the value of entrepreneurship and education; ability to thrive on variety and challenge in a changeable environment; relational with highly developed interpersonal skills and a passion for developing the potential of students; strong leadership skills managing staff. Experience in or demonstrated passion for higher education is highly desirable. Willingness to travel 20%. Work with multiple stakeholders concurrently (e.g. Team, board, funding partners). Communicate effectively and professionally, both orally and in writing.

\*\* To comply with regulations by the American with Disabilities Act (ADA), the principal duties in job descriptions must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the manner in which they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job.