



FOR IMMEDIATE RELEASE

Launch NY Seeks New Director of Operations

Launch NY begins search for Director of Operations, hires Buffalo-based startup recruitment firm Viaduct to conduct the search

BUFFALO, N.Y. December 6, 2019 – Launch NY initiated a search for its new Director of Operations. A new position within the organization, the Director of Operations will be a key executive within Launch NY, leading operational planning, finance and grants administration, product development, human resources administration, information technology efforts, and oversight of Launch NY’s signature Entrepreneur-in-Residence program, which provides pro-bono mentorship services.

“The Launch NY team is committed to serving and funding entrepreneurs across Upstate New York, and we are thrilled to be adding this new position as our organization continues to scale and grow,” said Marnie LaVigne, Ph.D., President and CEO of Launch NY. “Our mentorship model has proven to help company founders advance their businesses, and our new Director of Operations will be critical to expanding our support of entrepreneurship in Buffalo, Binghamton, Rochester, Ithaca, Syracuse, and beyond.

Launch NY has partnered with Viaduct—a local talent acquisition partner that works specifically with startups and emerging companies—to recruit its new Director of Operations. Viaduct has successfully recruited a broad range of employees for startups in the Buffalo area, and it has remained a steadfast supporter of organizations like Launch NY and others in the startup ecosystem. For Launch NY, Viaduct is currently in the third year of a three-year funding commitment to the Launch NY Seed Fund, and it supports events such as Launch NY’s CEO Roundtable. Additionally, Viaduct has sponsored other regional initiatives, such as this year’s 43North competition.

Ideal candidates for this position will be an experienced leader possessing a B.A./B.S. in Business, seven or more years’ experience in operations management, five years’ proficiency with accounting software, and five years’ experience managing internal staff and functions outsourced to vendors and contractors. Launch NY is seeking an individual who can collaborate with high-level leaders and has a strong passion for the startup community in Upstate New York.

Additional job functions for the Director of Operations include:

- Coordination with President and CEO on strategic organizational planning for growth phase of early stage nonprofit organization.
- Management of all finance and grants administration functions.
- Ongoing process development and improvement in leading delivery of entrepreneurial support program



- Coordination with Fund Manager to manage investment programs and resources
- Participation in development of new entrepreneurial services and funding sources related to the investment programs
- Building and maintaining entrepreneurial ecosystem partnerships, while supporting organizational fundraising efforts
- Management of all human resources responsibilities, including recruitment, performance evaluation, employee relations, and benefits administration.

“Viaduct is committed to finding highly qualified individuals who will help grow Buffalo’s startup economy, and we are excited to leverage our recruitment experience to fill this position for Launch NY,” said Pete Petrella, Managing Director of Viaduct. “Launch NY is crucial to the health of Buffalo’s startup businesses, and the Director of Operations will play a key role in driving the organization forward.”

To learn more about Launch NY’s Director of Operations position and apply, visit [this page](#).

About Launch NY

The mission of Launch New York, Inc. (Launch NY), the only U.S. Treasury-designated Community Development Financial Institution (CDFI) directly providing venture funding to businesses in New York State, is to identify, support and invest in high-growth, high-impact companies that can transform the local economy, and catalyze the entrepreneurial culture in the 27 counties comprising the western half of Upstate New York. Launch NY is a 501(c)(3) nonprofit venture development organization that promotes economic development through best practices, including high-quality pro bono business mentoring, while operating the most active seed fund in New York State that provides access to early stage seed capital as part of an array of Invest Local financing programs designed to facilitate funding for investment-ready companies which have the promise to drive significant economic impact and jobs for our region.

Launch NY is headquartered in Buffalo and has co-locations with partner organizations in Binghamton, Ithaca, Rochester and Syracuse. It has served over 1,000 companies more than two dozen experienced local entrepreneurs-in-residence and its National Mentor Network of 2,000 industry, business and investment experts. Launch NY client companies, including 39% women and/or minority-led have created more than 3,725 jobs, and attracted over \$644 million in co-investment and follow-on capital. Launch NY’s 49 Portfolio Companies have created over 200 jobs with 35% of portfolio companies being women-led and 22% minority-led, attracting over \$25 million in co-investment and follow-on capital. Launch NY also leads the premier Emerging Cleantech Opportunity (ECO) Incubator, as one of six designated clean energy incubators sponsored by the New York State Energy Research and Development Authority.



About Viaduct

Viaduct is a talent acquisition company that connects emerging businesses with qualified employees. A partner to the startup community, Viaduct works with entrepreneurs to identify new job candidates, assess their compatibilities, and manage their onboarding every step of the way.

Learn more at viaduct.com.

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