



BioLabs Global (BioLabs), established in 2009 and headquartered in Cambridge, MA, USA is the premier network of co-working laboratory spaces for life science startups. We enable innovation by providing entrepreneurial scientists with premium, fully equipped, and supported laboratory and office spaces alongside unparalleled access to capital and industry partners. Through a rapidly growing network of global locations (currently ten in US and two in Europe), our collaborative lab space model is uniquely designed for scientific entrepreneurs to test, develop, grow, and commercialize their game-changing ideas.

Later this year, we will open our first site in Heidelberg, Germany, an already established rich ecosystem supportive of innovation and infrastructure. To lead our Heidelberg site, we are seeking a Site Director to be located in Heidelberg. The site director will coordinate the development and execution of our business plan and long-term growth strategy.

ROLE OVERVIEW

Reporting to the Chief Operating Officer, the **Site Director, BioLabs Heidelberg**, located in Heidelberg, Germany, will be responsible for leading, managing, and developing the overall team to achieve commercial success and growth of BioLabs Heidelberg. You will work with the global management team to achieve the company's long-term strategic, financial, and growth objectives.

You will be responsible for overall site operations and leading a collaborative team in Heidelberg that will build an ecosystem of experienced innovators, capital partners, and industry participants passionate about helping life-science entrepreneurs accelerate their path to commercialization. This includes fostering trusted partnerships with local stakeholders, running the day-to-day operations of the site, and providing optimal experiences to our resident companies.

RESPONSIBILITIES

- Launch new site(s) in Heidelberg with support from BioLabs headquarters
- Manage daily operations of site, own operational efficiency of client laboratory and co-working site
- Build and lead site team of laboratory, office, facilities, and communications professionals dedicated to ensuring an exceptional client and laboratory experience
- Select, mentor, and develop a high performing and diverse staff dedicated to operational excellence
- Develop strong rapport and collaborative working relationship with local stakeholders
- Develop, with support from headquarters, capital, and operational budgets, effectively forecast, and manage within targets

- Develop events and programming structure by forging strong partnerships with a network of world-class academics, industry experts, and entrepreneurs passionate about advising our resident entrepreneurs on their path to success
- Build and expand relationships with sponsors
- Collaborate with Site Directors and other team members across the BioLabs network to leverage resources and insights in support of members
- Ensure that the culture at BioLabs Heidelberg is welcoming, proactive, inspiring, and inclusive

QUALIFICATIONS

- Scientific/Laboratory related leadership experience in a commercial environment
- Exceptional communication and presentation skills
- Exceptional people leader with a track record of selecting and nurturing strong performers
- Highly organized, entrepreneurial, and results driven
- Experience in a client-service environment
- Experience with budgeting and reporting
- Strong interpersonal skills, an effective listener and proactive relationship builder
- Self-motivated, routinely initiate and deliver projects successfully with minimal supervision
- Strong IT skills, proficient English language skills
- Minimum Masters-level, PhD preferred, scientific education or commensurate experience preferred

BioLabs provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

To apply for this position, please email resume to: careers@biolabs.io with subject line:

“Site Director, BioLabs Heidelberg”