

Erik Torenberg - Head of Network JD

To apply: please send erik@turpentine.co your LinkedIn or resume, and a short blurb on why you'd be a great fit for the role. Please also submit a review of a company you've worked for [here](#)—to help seed our next launch 😊

About Erik Torenberg:

Erik is a technology entrepreneur and investor. Previously, he was the chairman of [On Deck](#), co-founder and general partner at [Village Global](#), and first employee at [Product Hunt](#). Learn more about Erik via his [website](#), [X](#), or [LinkedIn](#).

About this job:

We're looking to add a Head of Network/Community to Erik's personal team. Think of this role as a Chief of Staff that's hyper-focused on network. This is a unique role for someone who is obsessed with network building and wants to build a super network themselves. The Head of Network will focus on customer support across the portfolio/network as well as starting/leading specialized and high-touch communities for founders, investors, execs, etc, both in-person and online. Eventually, this person will productize these communities (think [Dialog Retreat](#)), running and building out the operation from 1 to 100.

The ideal candidate is someone who's built communities or managed networks before, and has the ambition to found the next great tech community. At the end of their tour of duty, they can expect to build a strong network of founders, operators, investors, that will help them on their next venture.

What you'll do:

- Within the first three months of the role, you'll...
 - Co-manage all of Erik's external communications in group chats, email, X / LinkedIn DMs, etc.
 - Provide support to Erik's portfolio companies by facilitating connections to appropriate resources whenever they have asks
 - Build, segment, and oversee a CRM of Erik's entire network, which you'll then use to:
 - Make the right intros for portfolio companies
 - Send birthday gifts and other thoughtful gestures
 - Quickly pull together one-off lists for new group chats, communities, dinner series, etc.
 - Be responsible for developing and executing initiatives that will help strengthen Erik's network ecosystem
- Within the first six months of the role, you'll expand your role to...
 - Manage the founder, investor, and operator communities that Erik creates, including organizing offsites, mastermind groups, dinner series, group chats, and more, by:
 - Spearheading all operations related to, and managing the team needed to successfully execute in-person gatherings
 - Curating the right leaders and participants to make each initiative as valuable as possible

Who you are:

- A self-starter with high ownership who can stay a step ahead of others and anticipate needs.
- 2-10 years of experience in startups, and experience in building and fostering community
- Someone who never gets out-worked, and is incredibly organized and entrepreneurial

Other information:

- Location: Anywhere in the U.S. (Erik is currently in SF, so that is preferred but not required)

- Other roles we're hiring for: [Chief of Staff](#), [Analyst / Head of Research](#), and [Personal Assistant](#)