Position: Fractional Integrator

About Organize To Scale™

http://www.organizetoscale.com

Organize To Scale™ helps real estate syndicators and content creators get way more done with way less headache.

We accomplish this by building strong processes and teams around their vision, mission, and values so that their business can scale without breaking the bank, losing precious time, delaying execution, and frustrating the hell out of everyone, including their spouse. ;-)

Operational chaos … Inadequate processes … Wrong People in the Wrong Seats … Not enough time … the list goes on! BUT, this all is a thing of the past for our clients!

Our passion is empowering mission-driven leaders to thrive in their Sweet Spot! Freeing them up to spend their energy and focus building strategic relationships, generating leads, creating content, closing sales, and doing deals.

We do this by leading, managing and holding accountable the team THEY need to scale their business.

Position Summary:

Reports to: Chief Executive Officer

The successful Fractional Integrator ensures that the entire business structure collaborates effectively and meets goals according to an overarching timeline and budget. Oversee the administrative roles in the organization, direct and coach leaders, and manage communications channels while faithfully executing our business plan. Own our overall operating system. Delegate production, marketing and sales tasks to core teams while maintaining relationships with business partners, vendors, and distributors. All these key aspects remain at the forefront while keeping the business' key functions running smoothly by planning out the daily implementation of each smaller task that contributes to our greater purpose.

Job Responsibilities:

- Collaborate with the CEO in setting and driving organizational vision, operational strategy, and team needs
- Partner with our external clients to strategize, grow, and implement their business goals
- Manage partnerships with transparency, trust, and attention to detail
- Oversee daily operations to ensure compliance with company processes and business models
- Manage team expectations and discern team wellness, collaboration and functionality
- Translate strategy into actionable goals for performance and growth; helping to implement organization-wide goal setting, performance management, and annual operating planning

- Analyze internal operations and identify areas of process enhancement
- Develop actionable business strategies and plans that ensure alignment with short-term and long-term objectives developed in tandem with the CEO
- Perform any additional tasks as required by OTS and its clients

Qualifications:

- Proven experience as Fractional Integrator or relevant role (COO, Business Coach, etc.)
- Understanding of business functions such as Operations, HR, Finance, Marketing etc.
- Demonstrable competency in strategic planning and business development
- Experience in fundraising will be a plus
- Working knowledge of data analysis and performance/operation metrics
- Working knowledge of IT/Business infrastructure
- Outstanding organizational and leadership abilities
- Excellent interpersonal and public speaking skills
- Aptitude in decision-making and problem-solving
- Experience working with G-Suite and Microsoft Office
- Ability to work independently and thrive in a fast-paced environment
- Excellent time management and multi-tasking skills
- Motivated, goal oriented, persistent
- Start-up experience (Grit, tenacity, adaptability)

Personal Attributes:

- Achievement driven; sense of urgency
- Positive attitude
- Driven and determined with a desire to succeed
- Strategic problem solver
- Comfortable with fast paced environment with changing priorities
- Proactive and resourceful
- Independent and strategic thinker
- Ability to lead self and others

Location:

This position is 100% remote with occasional travel for company events.

Compensation:

Organize to Scale offers a competitive wage as a 1099 contractor with potential to receive bonus compensation.