

MedBridge Connect Headquarters-Executive Application

First Founding Team Recruitment for a Not-for-Profit Organization

Application materials: Submit this completed application together with a current resume. Attach your resume as a **PDF only**, or provide a direct link in Section 1. Portfolio, LinkedIn, project, or work-sample links are optional.

Organizational direction: MedBridge is working toward becoming a profit-earning business while remaining not-for-profit in its organizational purpose. Its longer-term goals include building sustainable revenue streams and officially incorporating. Applicants should be interested in helping establish the structure, strategy, and systems needed for responsible long-term growth.

Commitment: This is MedBridge's first team-building process. The role generally requires around 8 hours per week, with time varying by project cycles, chapter launches, and 2027 Summit milestones. We are seeking a long-term commitment or another sustainable contribution to the organization.

Submission: Send this completed form and your resume to ahnaamouredu@gmail.com

Application responses: All questions are required unless marked optional.

Founding Executive Roles

Director of Business Development and Strategy

Mandate: Develop MedBridge's income strategies, financial sponsor recruitment, fundraising opportunities, and organizational growth plans.

Core duties: Build MedBridge's partnership and sponsorship materials; identify and recruit financial sponsors; develop income strategies, including sponsorships, grants, ticketed events, and other suitable opportunities; strengthen institutional and community partnerships; and work alongside the team to develop the organization toward incorporation.

Director of Finance and Operations

Mandate: Lead budgeting, financial records, fundraising administration, and the operational systems needed for organizational development.

Core duties: Build chapter and project budgets; maintain financial records; establish expense-approval workflows; support sponsor and fundraising applications; track financial reserves for major initiatives such as the 2027 Summit; and work alongside the team to develop the organization toward incorporation.

Director of Marketing and Brand Strategy

Mandate: Build MedBridge's brand presence, public communications, content, and outreach systems.

Core duties: Establish visual and messaging guidelines; develop and strategize consistent publishing and outreach platforms; manage communications channels; lead recruitment campaigns; and oversee promotion for the 2027 Summit.

Director of Chapter Development and Mentorship (optional fourth role)

Mandate: Develop general chapter-development and mentorship resources for high schools and universities.

Core duties: Build general chapter onboarding toolkits; monitor chapter health and compliance; and design general high-school-to-junior-high and primary-school mentorship and teaching frameworks. Chapter Leads will be responsible for tailoring these resources to their specific chapter and community.

Team-building: Directors may recruit volunteers or coordinators for their portfolio, subject to alignment with MedBridge HQ and the Founder.

Section 1 — Applicant Details

1. Full name

2. Email address

3. Current school, university, company, or workplace

4. University program, high-school program, or work department

5. Province, state, or region of residence

6. Country and time zone

7. Resume link or attached-file confirmation — PDF only

Section 2 — Role and Alignment

8. Portfolio, LinkedIn, or supporting work links (Optional)

9. Role for which you are applying

- ☐ Director of Business Development and Strategy
- ☐ Director of Finance and Operations
- ☐ Director of Marketing and Brand Strategy
- ☐ Director of Chapter Development and Mentorship

10. Which areas are you passionate about?

- ☐ Healthcare and Clinical Sciences ☐ Education and Mentorship
- ☐ Business, Finance, and Non-Profit Strategy ☐ Marketing and Media
- ☐ Community Impact and Youth Leadership ☐ Other:

11. Why do you want to join MedBridge and lead this area?

12. Describe one relevant project, venture, event, or system you completed or led.

13. If accepted, what would you aim to accomplish in your first 60 days, and what support team might you build?

14. What would a long-term commitment or sustainable contribution to MedBridge look like for you?

Section 3 — Availability and Role Acknowledgement

15. I understand that this founding executive role generally requires around 8 hours per week.

☐ Yes, I understand and can commit ☐ I would like to discuss my availability

MedBridge Connect • Headquarters Executive Recruitment • First Founding Team