



Managing Director, Health & Safety

JOB OPPORTUNITY

ABOUT US

Meteorite builds coalitions that tackle society's biggest challenges and powers their progress to advance well-being for all.

We conceived and power the [Civic Alliance](#) and the [Health Action Alliance](#) – large private-sector coalitions committed to strengthening our democracy and improving the health and wellness of workers and communities across the United States. We work with influential NGOs, Fortune 500 companies, and other organizations to help them create and scale coalitions for impact on a wide range of issues, including workplace safety, early education, HIV/AIDS prevention and awareness, and anti-bullying/belonging.

We're a dynamic, rapidly growing agency, with 25% growth projected year over year in 2022 and 2023. Our team represents a diverse and dedicated group of self-starters drawing on decades of experience in business, nonprofits and government. At the heart of our work is impact; we aim to inspire positive change and achievement in people and communities we serve.

Join us and *let's make impact, together.*

THE ROLE

Meteorite is looking for a dynamic and inspiring senior leader to build and lead a growing practice in health and workplace safety. The Managing Director will have primary, day-to-day responsibility for our signature [Health Action Alliance](#) initiative, as well as oversee a growing portfolio of projects in workplace safety and community health. This is a new role in the organization, which offers an immediate opportunity to begin building the future of Meteorite.

The ideal candidate is a visionary self-starter who has the leadership and management experience needed to manage a growing team; hire, mentor and coach team members; and build upon the company's strong track record of impact across a growing portfolio of health-related projects and programs. Candidates must have relevant skills and existing relationships, and a commitment to working collaboratively in a fast-paced, rapidly-growing entrepreneurial environment.

As Managing Director, you will help set the direction and purpose of our Health & Safety practice as part of Meteorite's broader corporate mission and strategy. You will:

- Establish and build upon an existing culture of inclusion, integrity, respect and support. This includes investing time in getting to know the individual members of your team holistically; becoming conversant with their strengths and career aspirations; and leveraging 1:1 coaching to help each member build and expand their strengths to become even more successful.



- Articulate a clear vision for the Health & Safety practice that reflects our commitment to excellence and impact. Coach team members to communicate that vision with a consistent voice that's aligned with our values.
- Engage our clients, advisory council members, partners and other stakeholders to set a strategic direction for our Health & Safety practice that will improve workplace health and safety, advance health equity and strengthen relationships between business and public health.
- Lead the creation of program work plans that will establish and deliver on client expectations. Build on Meteorite's trusted relationships with our clients and manage client expectations through regular contact.
- Establish and oversee a budget for the Health Action Alliance and other projects within the Health & Safety practice.
- Develop strategic partnerships with business leaders, public health organizations and nongovernmental organizations that can contribute to our programming, widen our impact and advance our organizational mission.
- Collaborate with your practice group, as a team, to identify and implement projects to increase the group's overall morale; enhance the visibility of the group across workplace health and safety professionals and organizations; and position the team as a market leader in social impact.
- Identify thought leadership opportunities for Meteorite, the Health Action Alliance and our growing portfolio of health-and safety-related projects, garnering positive recognition of the firm, our team, our work and our clients. Represent Meteorite and Health Action Alliance in media and thought leadership opportunities.
- Identify and cultivate opportunities for future projects for the firm, working with Meteorite's co-founders to develop proposals and pitch new business.
- Stay apprised of the latest environmental, social, and corporate governance (ESG) news and trends, bringing forward best-in-class strategies and approaches from the business community that can be replicated in Meteorite programming or events.
- Participate as a member of the agency's Leadership Team, collaborating closely with Meteorite's co-founders and other senior staff to scale the organization in a way that's aligned with our values and our commitment to exceptional quality and impact.

YOUR MINDSET AND EXPERIENCE:

- 15+ years of prior work experience in workplace health and safety, social impact or public health, ideally with communications experience.
- A gifted strategist with strong attention to detail and a passion for building coalitions to help solve big social challenges.
- Demonstrated experience as a strategic partner to clients and senior leaders, with an ability and willingness to offer sound advice and feedback – as well as an ability to coordinate efforts of various teams to arrive at and present a coherent strategy.
- Excellent managerial and organizational abilities with a proven track record leading diverse, high-performing teams.
- A leader who's committed to building a dynamic, supportive and deeply collaborative workplace culture.
- An exceptional writer and speaker, with experience writing for and presenting to clients and partners at all levels. Superior ability to write in a journalistic style that is customary for corporate and external publications.



- A confident self-starter who thrives in a dynamic, entrepreneurial environment.
- An independent and collaborative team player, creative thinker and problem-solver who is excited to take on a wide variety of roles in a rapidly growing organization.
- A deeply curious learner, always looking to grow and stay current with the topics most important to our firm and our clients.

METEORITE'S VALUES AND COMMITMENTS

- All Meteorite team members demonstrate the principles of integrity, teamwork, velocity, innovation and impact.
- We are committed to civic engagement, health equity and access to opportunity, as well as diversity, equity, inclusion and belonging.
- Our work environment is one of psychological safety, collaborative learning, coaching and personal and professional development. We want Meteorite to be a place where everyone can thrive and grow their careers.

WE OFFER

- Highly competitive salaries and an annual bonus structure that rewards personal and company performance.
- A fully remote organization, with an opportunity to engage with team members and clients located across the United States.
- Group health, dental, and vision insurance plans that are heavily subsidized by the company.
- Access to our 401(k) retirement plan, with a dollar-for-dollar match up to 4% of salary.
- Generous paid vacation time, plus ten paid company holidays, two floating holidays and the full week between Christmas and New Year's Day off.
- Coaching and professional development opportunities.
- Paid parental leave.
- Civic hours for activities such as voting, serving as a poll worker or performing jury duty.
- Mental health benefits and access to an Employee Assistance Program (EAP) that offers you and your family members free, confidential, 24/7 support at no cost to help you build greater work-life balance and a healthy lifestyle.
- Monthly technology stipend, as well as a remote workstation allowance to improve safety and reduce the risk of ergonomic and musculoskeletal injuries.

Interested? Please email a cover letter and resume to careers@wearemeteorite.com. In your cover letter, please tell us about why you're passionate about building coalitions with business to create a healthier, safer future.

Meteorite is deeply committed to creating an inclusive workplace where all team members and consultants feel welcomed and empowered. More than a commitment not to discriminate, we actively encourage applicants of diverse backgrounds and identities to apply. We believe diverse perspectives will make us better, and we enthusiastically welcome all applicants, no matter their race, color, religion, sex, gender identity, sexual orientation, national origin, age, or abilities. We will consider qualified candidates with criminal histories in a manner consistent with the Fair Chance Act. This job description is not designed to cover a comprehensive listing of duties that are required of the position. Responsibilities may evolve with the demands of the company.