

# include



## HEAD OF PRODUCT :: APPLY HERE

### ABOUT THE ROLE ::

We are looking for a Head of Product to help execute an ambitious technology roadmap for include. You will work closely with our CEO, Head of Engineering, Fullstack engineer & Growth Hacker to implement, maintain, and own product features while following agile best practices.

**LOCATION** :: Remote. Desirable location: Washington, D.C.

**SALARY** :: \$90,000 - \$130,000 - \*location & level of experience dependent)



### WHO YOU ARE ::

- You love solving hard problems with a badass team.
- You thrive in environments without a lot of structure, and stay focused even as priorities shift.
- You value frequent and transparent communication.
- You're excited to join a small, but mighty, team where your contributions could be implemented quickly.

### WHAT YOU'LL DO ::

- 1 Follow Agile best practices in cooperation with the Head of Engineering
- 2 Maintain and improve our existing React.js and Node.js application
- 3 Take ownership of product features from conception to completion
- 4 Scope & build new features



## TEAM MANAGEMENT ::

- Manage a team of developers and designers in an Agile environment
- Write backlog items containing user stories, acceptance criteria, and a definition of done
- Work with the include.io team to define and execute strong product plans that support the business by giving the team clear and actionable feedback
- Handle company intercommunication around product expectations, stakeholder wants vs needs, and non-development external communication
- Help set realistic timelines for stakeholders and act as a buffer/advocate for the development team
- Remove roadblocks for the development team, gathering any missing information needed to complete backlog items
- Lead team meetings and enforce meeting time limits
- Handle non-technical support queries on behalf of the team

## CUSTOMER DEVELOPMENT & RESEARCH ::

- Create a channel of communication with our users and clients, to learn what they want and what is missing in our product
- Leverage a data-driven approach to capturing and measuring user & client feedback

## THE COMPANY ::

[include](#) is a platform designed to help non traditional technical talent find jobs and advance their careers while being visible and valued. We are a product of Lesbians Who Tech & Allies – a unique community of over 70,000 LGBTQ women, people of color, and non-binary leaders. Out of beta and now fully launched for a year, we are more focused than ever to help badass techies get the jobs they want. We match job seekers with companies that care about the same things. Employers of all shapes, sizes, and industries use [include](#) to hire diverse technical talent – over 240 companies in our first year!

## PRODUCT MANAGEMENT ::

- Own the technology roadmap and product strategy with a focus on user growth, retention, and user engagement
- Translate customer needs into features, and prioritize those features
- Manage the health of the product, planning the future of the platform to meet our business objectives and targets
- Manage internal and external resources to meet those goals and work with designers, developers, and data to ensure projects are successfully completed

## PRODUCT DESIGN ::

- Work with UX & Design, to translate customer needs into features
- Plan those features as projects
- Design screens and interactions as needed

## SALES & MARKETING SUPPORT ::

- You'll become the go-to expert for detailed information on our product and become the guardian of our brand
- You'll support Sales and Marketing efforts, by clearly communicating our product features and benefits, translating customer facing needs with product updates
- Ideate with our team on strategy based on the state of the include platform
- Work with Sales and Marketing to research, create and maintain competitive separation within market