

Job Description for Vice President of Finance and Operations

Job Status: Exempt, Full Time

Reports to: Chief Executive Officer

The Company

Gray Matter operates in the value-based marketplace, which is a 20-billion-dollar market. The health care payment models are changing from a fee-for-service to a value-based care (fixed price delivery model). Gray Matter Analytics is a rapidly growing early-stage SaaS company focused on value-based healthcare care for both payers and providers. Gray Matter Analytics have an equal hospital and health insurer customer base. We have a staff of 42 people all over the country, growing to 55 plus in 2023. Most of our staff are software engineers and data scientists. We will be hiring two additional sales professionals and a Chief Revenue Officer for 2023. Our revenue target for 2023 is \$13 million ARR, as we will be finishing 2022 at \$5 Million ARR. Gray Matter Analytics Value-Based Care (VBC) Analytics Solutions provide value in three distinct ways.

- We deliver solutions to optimize value-based care performance through our CoreTech solution which is a cloud-based solution built on Microsoft Azure.
- Our solution tracks the contract performance of Medicaid, Medicare and Commercial value-based care contracts for cost and quality.
- Health insurers use CoreTechs to track the performance of hospitals in their network and to manage their performance as a managed care provider for state Medicaid and Medicare programs.

Primary Job Functions

Gray Matter Analytics is entering a crucial period of growth and we are looking for an experienced finance and operations executive to join our leadership team. This individual should be a generalist and flexible to jump in and help streamlining our operations with always an eye to how to manage costs. This individual will work alongside the CEO in managing costs, building and monitoring budgets, overseeing the accounting functions/firm, overseeing legal and outside legal counsel, and managing other general administrative functions. This individual will be a key partner with the CEO in capital raising and presenting to the Gray Matter board of directors on the performance of the company. He/she will be a key member of the leadership team and will have significant input into our growth strategy along with other members of the leadership team.

Essential Job Functions

- Work with the CEO to set the strategic operations plan, build and monitor the company's budget
- Develop a system of tracking KPIs, and collaborate with functional heads to meet milestones
- Identify and resolve issues, frictions, and bottlenecks in operations that are impeding growth of the organization

- Collaborate closely with the CEO to automate key administrative processes
- Develop the operational infrastructure to ensure Gray Matter Analytics has the scale to grow 100% plus
- Build out a team across operations, HR, recruiting, legal and finance and manage relationships with 3rd party teams
- Spearhead and manage strategic internal operational projects
- Collaborate with the CEO to develop and deliver materials for fundraising, investor updates and board meetings

Qualifications & Desired Skills

- Experience scaling operations at a high growth, tech company with at least fifteen years of experience.
- Previous COO, Director of Operations, VP of Operations experience required
- Excellent people skills and experience working cross functionally
- Founder mentality—opportunistic, ambitious, works at a fast pace and inspires the team to do so as well
- Excellent verbal and written communication skills
- Excellent organizational skills and attention to detail, track record of seeing projects through to success
- Analytics, data-driven mindset
- Bachelor's degree or MBA
- Primary location is Chicago

The Benefits

- Stock option incentive
- Flexible work from home policy with available office space in downtown Chicago
- Unlimited PTO / Paid Holidays
- Healthcare benefits