



# Founder's Associate

**Upsite is powering economic growth by making business expansion to new locations smarter and seamless.**

Each year, billions in government incentives go unclaimed because the expansion process is slow and complex. Upsite gives companies instant, tailored insights to de-risk and accelerate expansion starting with accessing government incentives.

We're building the next-generation intelligence layer for international growth — combining 30+ years of expansion and foreign direct investment expertise with cutting-edge AI to make location strategy faster, smarter, and radically more accessible

## **Our team and culture**

Our team is fast-paced, mission-driven, and globally minded — with bases in London, New York, and San Francisco with several nationalities.

We're backed by other founders, investors, and advisors who believe deeply in the intersection of AI, international business, and government innovation. We care about results rather than how and where you work, we are flexible but accountable.

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## **The Role: Founders Associate**

As a Founders Associate, you'll work directly with Upsite's co-founders across the company's most critical priorities — from strategy to operations, go-to-market to product thinking. You'll get a 360° view of what it takes to build a high-growth startup, and play a key role in shaping the next stage of our journey. The initial focus of the role will be marketing, events and fundraising support.

This is a rare opportunity for someone who's curious about the world, excited by new technologies, and eager to learn how international companies make complex strategic decisions to become a core part of the team with the opportunity for growth.



## Your Role

### **Support and drive High-Impact Projects**

Partner with the founders to scope and execute strategic initiatives — from launching our partner program, events and thought leadership to fundraising support.

### **Operate Across Functions**

Work across marketing, business development, operations, and more — wherever the most pressing questions lie, you'll help us answer them.

### **Be a Thought Partner**

Support key meetings with research, prep materials, and structured thinking — from decks to customer conversations.

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## You Might Be a Fit If...

- You've worked in a startup, consulting, finance, or similar fast-paced environment (1-3 years)
- OR you're a proactive recent graduate with entrepreneurial drive — you've started something, led something, or built something..
- You love learning new tools and technologies. LLMs, workflows, automation — you're the type to explore how things work and try them yourself.
- You have proficiency in tools like Canva, Hubspot and social media
- You're interested in international business, global markets, trade, or geopolitics — and want to learn how tech can reshape these systems
- You're a sharp communicator — both written and verbal — and comfortable presenting ideas clearly and confidently.
- You're analytical and organised, but not afraid to get scrappy when needed.
- You thrive in ambiguous, fast-moving environments and take initiative without needing permission.



## Why Join Upsite?

- **Global Vision:** Join a company at the intersection of tech, policy, and global growth.
  - **Founders' Seat:** Work side-by-side with the founding team and gain real startup-building experience.
  - **Growth Culture:** Learn fast, ship fast, iterate fast. We'll challenge and support you in equal measure within an international context.
  - **Part of an economic impact mission:** Help international businesses expand intelligently – and unlock billions in economic opportunity.
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## Perks & Benefits

- 1 day a week monthly retainer s.t to experience (3 month probation)
  - Hybrid working (London-based with flexibility)
  - Flexible hours – optimise for outcomes, not inputs
  - Exclusive access to entrepreneurial events in the UK through OPUS, RSA and others
  - Support and training from the Founders
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## Apply now

If you're excited to help shape the future of AI-powered global expansion – and want to learn at the frontier of tech, government, and international business – we want to hear from you.

Please send us a short cover email and CV at [careers@upsite.ai](mailto:careers@upsite.ai) on why you're interested in the role and would be a good fit.

**At Upsite, we're committed to building a diverse and inclusive team. We actively encourage applicants from all backgrounds and experiences – especially those historically underrepresented in tech and business.**

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