

## Head of User Experience

Ontra · Concord, CA



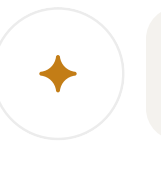
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## Head of User Experience

Ontra · Concord, CA

3 days ago · Over 200 applicants



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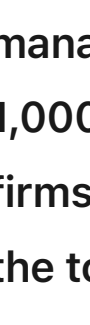
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## Ontra provided pay range

This range is provided by Ontra. Your actual pay will be based on your skills and experience — talk with your recruiter to learn more.

### Base pay range

\$260,000.00/yr - \$390,000.00/yr

### About Ontra

Ontra is the leader in AI-powered solutions for the private markets. Powered by industry-leading AI, data from over 2 million contracts, and a global network of legal professionals, Ontra automates critical private market workflows across the fund lifecycle. Ontra's solutions transform unstructured data trapped in static documents into actionable intelligence, enabling firms to accelerate contracts, streamline compliance, and automate entity management. Trusted by more than 1,000 global GPs, investment banks, law firms, and advisors – including nine of the top ten PEI-ranked firms worldwide – Ontra helps firms focus on what's important.

### Our Culture

Ontra is a remote-first company that values the power of connection. We find innovative ways to stay connected, both virtually and in person. By promoting ownership, inspiring creativity, and championing collaboration, Ontra enables you to shape your impact and growth. Our commitment to innovation extends beyond our technology; it's embedded in our culture, and AI plays a crucial role in everything we do.

Our culture is one where belonging is the cornerstone of every interaction, rooted in acceptance and respect for all. Our commitment to inclusion begins at the application process, ensuring a fair and equitable hiring experience that values the unique contributions you bring from day one.

### About The Role

Ontra is seeking a **Head of User Experience** reporting to our Senior Vice President, Product.

For this job, we are currently only hiring candidates based in the United States. For more information on where we employ, please see below.

We're looking for someone excited to elevate design craft and product UX quality across all surfaces, drive the AI-fication of UX practices, and foster a strong user-focused culture to deliver intuitive, valuable product experiences.

If you are a future-focused UX leader who pairs bold strategic vision with deep expertise in AI-first and agentic experiences—designing systems where intelligent agents do the work and humans guide, supervise, and trust the outcomes—we'd love to get to know you!

### What You'll Do

- **Leadership and Development:** Lead and expand the UX organization by filling critical team gaps and redefining role expectations to align with new AI-driven workflows.
- **Strategic Partnership:** Collaborate with Product and Engineering leadership to steer product strategy, validate major initiatives, and conduct UX vision exercises for each product area.
- **Design Quality Assurance:** Uphold high standards of design quality and uniformity while adopting a faster-paced validation and delivery process.
- **Research Integration:** Incorporate discovery and research insights into product decisions by completing JTBD studies and leveraging GTM persona research for team use.
- **Feedback Acceleration:** Enhance customer feedback mechanisms, including access to customer interactions, improving feedback and sentiment synthesis, and extending Advisory Boards for richer insights.
- **AI Empowerment:** Introduce AI tools to empower the UX team, rethinking the design technology stack for better prototyping, research, testing, and team collaboration.

### What You'll Bring

- **Leadership Experience:** 7+ years of design leadership experience, including 1+ year in a VP or Head of UX role.
- **Portfolio & Impact:** A portfolio that shows end-to-end ownership of complex product design processes, including problem framing, research, interaction design, iteration, and measurable impact.
- **AI Adoption & Fluency:** Proven ability to drive AI adoption within a design practice, with hands-on experience using AI design and prototyping tools to increase organizational effectiveness.
- **Designing for Complexity:** Experience designing for data-intensive, workflow-heavy, or AI-powered enterprise products, and can comfortably translate business KPIs into UX strategy and metrics.
- **Team Development & Structure:** Skilled in hiring, coaching, and developing senior designers, creating urgency around design delivery, and organizing/reorganizing a design team for focused execution and scaling.

### Pay Transparency

Ontra takes individual candidate location, experience, and skills into consideration when determining compensation. The base pay range is listed below. Some positions may be eligible for additional compensation, such as commission, variable compensation, profits interest units, or other equity-based compensation, which are not included in the below base pay range.

If you are selected to participate in our interview process, your Talent Acquisition Partner will share more details about the total compensation package for the role.

### Hiring Locations

We currently hire exclusively in the locations listed below. Select jobs may have more specific location requirements due to business needs.

#### United States

Arizona, California, Colorado, Connecticut, Florida, Georgia, Illinois, Kansas, Massachusetts, Maryland, Minnesota, North Carolina, New Jersey, Nevada, New York, Ohio, Oregon, Pennsylvania, Rhode Island, Tennessee, Texas, Utah, Virginia, Washington

#### APAC

Hong Kong

#### EMEA

United Kingdom

### Benefits Snapshot

- Remote-first working policy, with office hubs in NYC, Santa Barbara, and London
- Twice yearly team offsites for in-person collaboration
- Paid flexible time off policy
- Paid parental leave and benefits
- Employer-supported retirement contributions, varying by country
- Monthly phone and internet reimbursement
- Company-sponsored learning and development resources, department budgets for professional development, and a robust onboarding program
- Various options for medical, dental, and vision insurance

### Travel

Occasional travel is required for Ontra employees, including typically at least twice per year to attend team and larger group off-sites for in-person collaboration. For some roles, additional travel may be required based on the requirements of the role and business need.

### Inclusivity

Ontra is committed to the full inclusion of all qualified individuals. As part of this commitment, Ontra will ensure that persons with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact people@ontra.ai.

**Personnel Privacy Notice:** View here.

*Note on Employment Verification: All employees hired will be required to verify identity and eligibility to work in their particular location.*

*Note to External Agencies: We are not accepting any blind submissions or resumes/CVs from recruitment agencies. Any candidates sent to Ontra will NOT be accepted or considered as a submission without a signed agreement in place.*

Compensation Range: \$260K - \$390K

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Seniority level

**Director**

Employment type

**Full-time**

Job function

**Information Technology**

Industries

**Software Development**



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