



Are you a business or marketing major in your senior year of college or a recent graduate? Or pursuing a Master's degree in a related area? Or do you have experience in marketing and you are looking for a short term project? We'd love to chat with you! Barnett Strategies is seeking a Marketing Coordinator (contractor) for a 6-month project, delivering growth results to our clients.

Barnett Strategies (www.barnettstrategies.com) works with early stage software and SaaS companies to accelerate growth results and to help entrepreneurs go big and exit big. We're looking for someone with a desire to gain experience in B2B marketing technology, building client relationships and high-tech entrepreneurship.

Desired Skills / Experience

- Degree in marketing or business, or graduating soon, or equivalent experience
- Proficient in: Microsoft Excel, PowerPoint, Word, Gmail / Google calendar and G-suite (google docs, spreadsheets, etc.)
- Organized, able to prioritize and use good time-management skills

Requirements

- Laptop with internet, Microsoft Excel, PowerPoint, and Word
- Reliable transportation for in person meetings (internal and with clients)
- Quiet home office space (for conference calls)
- No out of town travel required

Schedule

- Timescale approximately May 1 – October 31, 2019 (6 month project commitment)
- 6 month project duration could be extended for additional time based on candidate interest, business conditions and candidate performance
- Flexible hours: Half time or more, based on availability and need
- Preferred days May - July: Daytime availability Tuesday, Wednesday, Thursday
- After training period of May - July, days / times are flexible

Responsibilities, Assignments & Projects (will provide training)

- Participation in and support of Barnett Strategies projects for our marketing and sales consulting clients.
- Weekly follow-up and maintenance of HubSpot / Salesforce CRM and marketing activity for client projects.
- Participate in client and client-customer web/phone meetings as needed, plus associated prep and follow up.

- Coordinate and project manage efforts of Barnett Strategies' external resources and clients.
- PowerPoint, Excel and Word doc creation and maintenance as assigned across internal and external efforts.
- Manage details of remote and in person client/customer meetings.
- Online research projects across several topics as needed.
- Assist in efforts to promote Barnett Strategies to potential new clients.
- Assist in management of LinkedIn and Twitter.

Current Client List

Ainstein	https://ainstein.ai/	Lawrence	Radar: miniaturized, AI
Alliance Development Group	https://www.alliance-dg.com/	Silicon Valley	Advisory and China go-to-market firm
Light	https://light.co/	Palo Alto	Multi-aperture computational imaging
Redrock Biometrics	https://www.redrockbiometrics.com/	San Francisco	Palm ID
Pepper	http://www.pepper.me/	Kansas City	IoT platform, SaaS and Apps
Threatcare	https://www.threatcare.com/	Austin	Cybersecurity platform
Pi	https://www.picharging.com/	San Bruno	Wireless charging
ClimaCell	https://www.climacell.co/	Boston	Weather forecasting

Please send resume and cover letter to amanda@barnettstrategies.com to be considered for the position. Thank you!

Job listing expires in 30 days.