



Chazin & Company

NONPROFIT ACCOUNTING AND FINANCE SOLUTIONS

BUSINESS DEVELOPMENT ASSOCIATE (Full-time Position)

As a team member of Chazin & Company – a premier provider of virtual outsourced accounting services for nonprofit organizations – the Business Development Associate will work closely with the Business Development Manager to identify and cultivate prospective clients and to increase sales to meet the growth goals of the company.

Responsibilities of the Business Development Associate:

- Communicate directly with prospective clients to understand their challenges and present Chazin & Company solutions for meeting those challenges
- Manage B2B third part relationship and finds ways to increase leads
- Work on messaging for third party B2B and internal sales communications
- Meet with and vet B2B pipeline prospects
- Meet with and vet NFP Smart Start pipeline prospects
- Manage NFP SS and B2B pipelines and develop strategies to convert leads into viable prospects and new clients
- Source cold leads and convert to warm or hot leads utilizing LinkedIn, GuideStar and other tools
- Prospect on targeted lists – email, phone call, meeting set up
- Prepare first draft of agreement and proposal for prospects utilizing meeting notes and information gathered in CRM
- Develop creative ways to prospect new business
- Assist in pipeline follow-up to include contacting prospects as needed or as requested by BD team.
- Work closely with the marketing staff to develop sales materials and social media campaigns
- Ability to manage multiple projects at one time and meet deadlines
- Identify new business opportunities and partners
- Assist in attaining Department annual sales goals
- Represent Chazin & Company at industry events, trade shows, and networking events to generate leads



Email

info@chazinandcompany.com



Phone

(301) 740-8841



Website

www.chazinandcompany.com

Qualifications of the Business Development Associate:

- Bachelor's degree or an equivalent combination of education and experience
- 1-2 years previous B2B sales experience
- Comfortable with cold calling and networking
- Excellent verbal and written communication skills
- Excellent organizational skills and the ability to manage multiple projects and prospects at the same time
- Experience using a CRM required, HubSpot experience preferred
- Experience with LinkedIn Sales Navigator preferred
- Demonstrated independent problem solving
- Passion for the nonprofit industry
- An understanding of nonprofit organization operations and challenges
- Ability to foster collaborative relationships with key external stakeholders and can work effectively and respectfully with a diverse group of people
- Ability to work effectively and efficiently remotely and with a remote team

Benefits:

Chazin & Company offers competitive salary and benefits: 401(k) matching, medical/dental plan, and PTO. We are a company committed to quality work, quality people and giving back to the community.



Email

info@chazinandcompany.com



Phone

(301) 740-8841



Website

www.chazinandcompany.com

 **Email**

info@chazinandcompany.com

 **Phone**

(301) 740-8841

 **Website**

www.chazinandcompany.com