



JOB POSTING

Associate Director, Business Development

At The Jouta Performance Group we are always looking for talented and enthusiastic people. We believe that the entrepreneurial spirit of individuals enhances the effectiveness of our team. Your unique ideas and thoughts make a difference.

Are you looking for a diverse and rewarding career? The Jouta Performance Group is currently looking for an **Associate Director, Business Development** to contribute to the growth of the organization by identifying and developing new client relationships with the goal of adding new business from both new and existing clients.

Your forte is creating and developing strong and personable client relationships. You also have the proven ability to maintain steady sales growth and generate new business to add to our existing roster of valued clients. By demonstrating a commitment to the *Jouta Vision 2014* that guides us as an organization, you will promote us and facilitate our respected reputation.

Vision: Our business is about people and relationships; our vision is to build an organization that is top of mind and the preferred choice of decision makers.

Mission: Our mission is to help companies, associations, not-for-profits and first nation communities bring people together to create meaningful connections, results and win!

Responsibilities and Expectations

Client Attraction

- Participate in the development of and execute on the organization's business development plan
- In conjunction with the Marketing Associate, plan and implement sales & marketing initiatives to secure opportunities with current and prospective clients
- Turn prospecting activities into sales opportunities
- Work with the CEO to develop rates and proposals for prospective clients
- Network with existing client base to gain referrals for future business
- Perform financial analysis in order to enable successful negotiation and design of offerings
- Maintain client tracking system through Salesforce
- Meet annual revenue targets

Relationship Management

- Develop and build strong working relationships with clients in order to facilitate trust and retention
- Educate and advise prospective clients on HR related issues as required
- Develop plans in coordination with Associates to achieve the client's Human Resource objectives
- Ensure smooth and timely proposals and letters of engagement
- Anticipate current and future needs of clients and follow up with research and planning in order to meet those needs

Required Skills & Competencies

- Demonstrated advanced ability to manage the full-cycle sales process: perform needs analysis, provide solutions and successfully close business transactions
- Proven ability to conceptualize and implement new/innovative business ideas and techniques
- Proven solid prospecting techniques

- Demonstrated performance stability and consistency when meeting targets
- Strong problem-solving skills
- Proven ability to create influential, effective and successful presentations
- Knowledge of all aspects of Human Resources and how it relates to the operations of an organization
- Personable and effective client service skills with the proven ability to maintain composure and professionalism in all business situations
- Intermediate knowledge of MS Office software (Excel, Word and PowerPoint)
- Highly developed written and oral communication skills
- Genuine willingness and ability to work collaboratively in a team environment

Ideal Education & Experience

- Bachelor's degree or post-secondary education and formal Human Resources training preferred
- 10 years of sales experience with proven success in converting leads and prospects into long term clients
- Experience in a Human Resources or Benefits environment considered an asset

How to Apply

If you believe in the [Jouta 2014 Vision](#) and you're eager for the opportunity to contribute to the growth of our organization, please apply with resume and cover letter to: careers@jouta.com. We thank all applicants for their interest and only those who are shortlisted will be contacted.