Job Title: Partnerships Associate
Industry: Internet/Online/Media
Benefits: 403B, Health, Dental/Vision
Schedule: Fulltime, Monday-Friday
Job Location: Remote
Salary: $45K-$50K with annual bonus opportunity

70 Faces Media - the largest and most diverse Jewish digital media company in North America - is seeking a Business Development Partnerships Associate. This is an amazing opportunity for a creative and collaborative individual, with natural communication abilities, to develop technical skills and expertise in the digital publishing industry. This individual will both manage an existing book of business, and play an instrumental role in creating new advertising partnerships. The Associate will join an innovative, dynamic and international team of four individuals with ambitious growth targets for 2022-2023.

Who You Are:

- You’re driven, ambitious and you take initiative without waiting to be told what to do
- You’re excited about doing business with a broad range of nonprofit advertisers
- You’re a smooth and patient communicator, with a high EQ and tolerance for diverse personalities
- You value integrity and honesty above all else
- You’ve got a customer service mindset
- You’ve got the aptitude and ability to work with basic data and spreadsheets
- You’re skilled in either: communications, marketing, social media, graphic design or data analysis
- You’re excited by 70 Faces Media and eager to join a team of collaborative, mission-driven colleagues.
- You’re big-picture thinker who balances grand ideas with close attention to detail

Job Responsibilities:

- Dive right into a working, collaborative, business team, leading a variety of key functions
- Respond to inbound inquiries from new clients via email, phone or video communications
- Create proposals and Insertion Orders
- Ensure ad creatives meet technical and qualitative specifications
- Coordinate ad campaign execution with Business Development colleagues, as well as other teams
- Provide wing-to-wing deal stewardship, from answering basic questions to negotiating final rates
- Provide top-level performance analysis as needed
- Ensure CRM data quality and completeness for the entire department (Pipedrive)
- Publish content on different websites (Wordpress)
- Execute content and advertising campaigns on Instagram and Facebook via Meta/FB Business Suite
- Execute display ad campaigns on Google Ad Manager, as well as web traffic queries on Google Analytics

Desired Skills and Experience:

- Excellent interpersonal, verbal, written, and digital communication skills
- Must work US business hours / workweek on either (ET, PT or CT)
- Ability to handle remote work effectively via Slack, Google Meet and other remote tools
- Detail-oriented and effective time management
- Familiarity with, or quick ability to learn, Pivot Tables and other spreadsheet tools
- Ambition and capacity to learn about digital media and online publishing
- Ability to multitask and manage multiple projects and priorities
- Self-starter and independent worker, while also being a team player
- Integrity to handle confidential materials
About 70 Faces Media:
70 Faces Media is a mission-centric non-profit that publishes six brands that educate, engage, and connect people to Jewish knowledge and Jewish community: the Jewish Telegraphic Agency, My Jewish Learning, Kveller, Hey Alma, The Nosher and the New York Jewish Week. Those brands welcome a combined 3 million+ users per month to their websites, while serving 300,000+ regular email subscribers. This is a time of momentum for 70 Faces Media, which is increasingly viewed as being on the forefront of creating infrastructure for Jewish engagement online, and adopting innovative content and marketing strategies for reaching diverse audiences. This dynamic, fast-moving organization now employs a growing, 45-person team, with scores of freelance contributors across North America and around the world.

We Encourage You to Apply:
At 70 Faces Media, we value diversity, and we encourage all to apply. We do not discriminate on the basis of race, religion, color, gender expression or identity, sexual orientation, national origin, citizenship, age, marital status, veteran status, disability status, or any other characteristic protected by law.

How to Apply:
To apply for this position, please send a resume and cover letter to jobs@70facesmedia.org with “BD Partnerships Associate” in the subject line.