



Boulder, Colorado Office
Part Time Marketing Associate

What we do:

Think about the first time someone recognized in you a spark, a talent you hadn't yet seen in yourself. Remember the way your heart soared when you felt the power of what you could do and be? At BeadforLife, we help women living in poverty experience that feeling by turning their spark into a fire of purpose. We support poor women in Africa through selling jewelry created with recycled paper, educate people in America about deep poverty, and create a way to make a difference. BeadforLife invests profits into entrepreneurial training programs so women can open small businesses and leave poverty behind.

Who you are:

BeadforLife is looking for someone who oozes positivity and is a roll up your sleeves type of Marketing specialist to join our team. In this role, you will foster relations with clients, partners and advocates across many diverse communities including volunteers, party hosts, the media and large strategic partners. You will manage communications with these vibrant partners and build community.

What we'll do for you:

- You'll be challenged, you'll be inspired, and you'll be proud to see your spark igniting the world.
- You'll have cool and meaningful work that will advance your skills.
- You will have some flexibility to work remotely, including our all-remote days every Friday.
- You'll have great time off benefits, including a paid, organization-wide closure over the holidays.
- You'll receive an employer match when you contribute to the company sponsored Simple IRA.

What you'll do for us:

OUTREACH & ENGAGEMENT

- Create awareness! Engage, educate, and promote our products and mission
- Manage relationships with our 35 Community Partner volunteers to enhance the program and increase engagement
- Foster new media, partnership and community opportunities
- Create and implement strategies through sales outreach, public relations and opportunity marketing
- Co-manage media relations and media/special event logistics
- Manage CSR and create reports surrounding sales channels
- Gracefully nurture day-to-day relationships with various communities
- Provide additional support to the Executive Director, when needed

COMMUNICATIONS & PRODUCTION

- Share your creative communications talents in a variety of areas, including writing
- Help develop collateral and presentation materials to uphold BFL's brand integrity
- Co-create and deploy outbound email communications with our Digital Communications Associate
- Coordinate photography and other creative projects
- Oversee social media schedule and contribute with regular posts

Compensation:

This is a part-time position estimated at 20 hours per week (2 days in the office) with a beginning salary range of \$18-\$20 per hour depending on experience. No freelance inquiries, please. There will be some flexibility in work schedule. While part-time, this position will receive paid vacation time, holiday time and sick time prorated based on work hours, an organization-wide holiday closure, opportunity for SIMPLE IRA and the opportunity for some remote work.

Please apply:

Please shoot us an email and introductory note sharing where you heard about us, and how working for us would be a dream come true. Please also send your resume and a writing sample to jobs@BeadforLife.org with "**Marketing Associate**" in the subject line. While we love initiative on the job, no phone calls please. Qualified candidates will be contacted for an interview.