



At **The Karen Martin Group**, a Lean Systems consulting practice with global reach, we're dedicated to improving business performance through effective management systems, efficient operations, and customer value-based thinking. We're seeking an experienced **Marketing and Communications Specialist** to assist in ongoing brand development and reach.

Working full time primarily from your San Diego based home, you'll:

- Manage our website, including content management and suggesting new offerings
- Manage and grow our subscription list and social media presence
- Format and release blog posts and monthly newsletters
- Promote consulting services, keynotes, products, books, webinars, and workshops
- Analyze and report on key metrics

We're interested in candidates who are self-starters, able to work in a fast-paced environment, and who have a demonstrated interest in personal growth. The ability to innovate, speak your mind, and challenge existing systems and practices are critical to this role. Direct communication and minimizing waste is what we're all about.

You may have a Bachelor's Degree in a related field and/or equivalent work experience in a digital marketing communications role. You have advanced proficiency with PowerPoint, Excel, Word and Outlook, and Cloud-based applications such as Dropbox and Google Drive. You're Internet savvy and may have dabbled in graphic design, Word Press and HTML. You're highly proficient with Social Media: Twitter, Facebook, Google+, LinkedIn, YouTube, Vimeo and Slideshare. You're not satisfied being told what to do but are energized by looking ahead and putting your stamp on ideas and projects.

To get a better sense of who we are, visit our website and meet the team: www.ksmartin.com.

If you're ready to take on a challenge and great opportunity with growth potential, tell us why you're the best fit for this position (include your resume or LinkedIn URL): employment@ksmartin.com. Compensation is commensurate with experience.

This position is based in San Diego. We're an Equal Opportunity Employer.