



Next Step

Sales and Marketing Support

Next Step's results-focused training and consulting services have facilitated growth for Cisco Systems, Adobe, Goodwill Industries, Genentech, Wilson Sonsini and many other technology, service and manufacturing organizations since 1997. Our 35 senior professionals have delivered results through integrated programs including all facets of marketing, sales, management and employee development.

To continue our growth, Next Step has an open opportunity for a sales and marketing support contractor.

Key Responsibilities:

- Research and development of contacts and access to decision makers in target accounts and key prospects.
- Make initial and follow-up calls and craft /send sales emails to prospects and clients to identify, qualify and develop interest in Next Step's services.
- Define entry point, contact and complete Qualification Worksheet and Value Messaging Worksheets to support Sales Account Execs and CEO's calls on Next Step clients, target accounts and prospects.
- Contact prospects and clients to schedule and confirm appointments with Next Step CEO and / or Sales Account Executives.
- Customization and creation of sales materials and collateral for specific accounts or campaigns.
- Enter all sales information and other updates to company database and coordination of contact list usage by and with marketing manager.
- Assistance with marketing material creation and implementation support for marketing and sales campaigns including email blasts, webinars, speaking engagements and website content.
- Organization, editing and posting of videos of Next Step facilitators and examples of workshops, speaking events, seminars for promotional purposes.

Qualifications:

- Desire to join a high growth, high integrity team dedicated to having a long term impact on clients through delivering quality results with accountability.
- Experience in inside sales or other sales support function for over 2 years.
- Ability to effectively manage multiple projects and priorities to successful completion.
- Excellent verbal and written communicator with desire to work with diverse teams.



- Detail-oriented but able to see the big picture
- Proven track record of success in a program or people management role in a start-up or small company (<50 employees) experiencing rapid growth.
- Available to easily commute to Next Step Redwood City office.

Why work with Next Step?

Since Next Step's founding in 1997, our team of 35 senior professionals has maximized results for companies in all stages of growth. We are proud of our loyal customer base and team members who appreciate the professional, yet dynamic work environment and numerous opportunities to grow and excel with Next Step

We provide competitive compensation for achievement of goals and an opportunity to participate in the company's profit sharing to reward success.

In the words of one of our team members "Next Step gives me the opportunity to work with MANY great people, have a real impact on clients and grow in the directions in which I want to take my career."

For Consideration:

If you meet the above qualifications please send your resume with cover letter explaining why you are the right person for this opportunity to: careers@nextstepgrowth.com.