

# BUSINESS DEVELOPMENT SPECIALIST

DRIVING GROWTH AND BUILDING STRATEGIC PARTNERSHIPS



## Remote Business Development Specialist at Branch Legal Services

Are you a savvy strategist with a passion for driving growth in the legal industry? Branch Legal Services is seeking a dynamic and self-motivated Business Development Specialist to join our remote team. As a key player in our firm's expansion efforts, you'll have the opportunity to shape our future success while enjoying the flexibility of remote work. If you're ready to make your mark in a fast-paced environment and thrive on building connections, we want to hear from you!

## About Us

Branch Legal Services is a forward-thinking law firm committed to delivering top-notch legal solutions to our clients. We specialize in Business/Corporate Law. With a focus on innovation and client satisfaction, we're dedicated to staying ahead of the curve in the ever-evolving legal landscape.

## Key Responsibilities

- **Market Research Maven.** Dive deep into market trends, competitor analysis, and client needs to uncover new opportunities for growth.
- **Lead Generation Guru.** Utilize your knack for networking and outreach to identify and engage potential clients through various channels.
- **Client Relationship Whisperer.** Cultivate meaningful relationships with existing clients, ensuring their needs are met and their loyalty is unwavering.
- **Proposal Picasso.** Collaborate with our legal team to craft compelling proposals and pitches that showcase our expertise and value proposition.
- **Network Ninja.** Expand our reach by representing Branch Legal Services at industry events, conferences, and networking opportunities.
- **Strategic Mastermind.** Develop and implement strategic business development plans that align with our firm's goals and propel us toward success.

- **Marketing Magician.** Provide support for marketing initiatives, from crafting captivating content to amplifying our online presence.

## Required Qualifications

- **Education:** Associate or Bachelor's degree in Business, Marketing, Communications, or a related field. Combination of business related certificates are accepted as substitute.
- **Experience:** None required, however, experience can be a substitute for education requirements.
- **Technical Skills:** Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint), Canva, and CRM software.
- **Communication Skills:** Excellent verbal and written communication skills, with the ability to craft clear, compelling messages.
- **Analytical Skills:** Strong analytical abilities to interpret market data and generate actionable insights or willing to self-teach.
- **Interpersonal Skills:** Strong relationship-building skills with the ability to connect with clients and team members effectively.
- **Self-Motivation:** Highly self-motivated and able to work independently with minimal supervision in a remote environment.
- **Time Management:** Strong organizational and time management skills to handle multiple projects and meet deadlines.

## Preferred Qualifications

- Arkansas Citizen (or strong ties to Arkansas)
- Advanced Education: Master's degree in Business Administration (MBA) or a related field.
- Industry Experience: Prior experience in the legal industry or familiarity with Business/Corporate Law. 1-2 years of experience in business development, sales, or marketing, preferably within the legal industry or a professional services environment.
- Technical Proficiency: Experience with marketing automation tools and digital marketing platforms.
- Networking Skills: Proven track record of successful networking and relationship-building at industry events and conferences.
- Creative Skills: Ability to think creatively and develop innovative strategies for client engagement and business growth.

## What We Offer

- Flexible remote work environment with opportunities for professional growth.
- Flexible schedule
- Part time hours (15-18 hours a week)
- \$15/hour
- Performance-based bonus initiatives. Flexible remote work environment with opportunities for professional growth.
- Collaborative culture that values creativity, innovation, and teamwork.

- Chance to make a meaningful impact in a dynamic and growing law firm.

# Ready to Grow with Us?

If you're passionate about driving business success and making a difference in the legal world, we'd love to hear from you!

[Click here to kick off the Business Development Specialist Challenge!](#)