

**REMOTE**

Schedule Your  
Business Advisor



# SMALL BUSINESS SPECIALIST

This role will focus on providing early stage small business owners with one-on-one coaching and resource support. The goal of coaching sessions serves to help plan, execute and scale business concepts through advising and resource sharing.

This position is a contract role.



## WHO YOU ARE:

- Experience consulting, coaching, or advising business owners.
- 1+ years of startup business experience as an entrepreneur/consultant/advisor/banker with a demonstrated passion for tech and entrepreneurship.
- Entrepreneurial self-starter who thrives in constantly evolving, fast-paced environments.
- Highly organized with strong attention to detail.
- High skilled in coaching & strong at fostering relationships.
- Tech forward & able to adapt to technology quickly.

## WHAT YOU'LL DO

- This is a small business generalist role.
- Manage your calendar availability to allow for autonomous booking.
- Use established data tracking tools and report each 1:1 session.
- Maintain a working knowledge of small business opportunities & resources.
- Connect clients to professional resources in their community to help meet business needs successfully managing and facilitating professional and client relationships.

## COMPENSATION

- \$25 - \$55 hourly dependent on experience.
- Flexible work schedules and the ability to manage your own schedule, you can add this to your workday or make it your part time job. You control your hours of availability.
- Work Remotely.

To apply for this position, please send the following to [support@eqall.co](mailto:support@eqall.co):  
**Resume with LinkedIn profile link**