



Gotham Ghostwriters
1 Union Square West, Suite 909
New York, NY 10003
212-505-3131
info@GothamGhostwriters.com

Managing Director *Bookwriters Group*

SUMMARY: Gotham Ghostwriters, New York's only full-service writing firm, is seeking an entrepreneurial publishing professional with strong industry connections to lead and scale up our growing bookwriting practice.

This is a rare chance to capitalize on a sure thing -- or as close to it as you'll get in today's unsettled publishing world. Our Bookwriters Group is operating in a booming market with no real competition and, best of all, an unbeatable asset: the peerless network of more than 200 accomplished ghostwriters and editors we have built since launching the division three years ago. The reputation we have developed for delivering reliably high-quality service to the diverse universe of authors we work with -- from top CEOs and tech experts to the next generation of thought leaders looking to make a name for themselves -- doesn't hurt either.

Now we are looking for a dynamic, well-connected salesperson and manager who can help us expand our brand, cultivate new sources of business, and take full advantage of our unique capacity to custom-match editorial talent with authorial need. This position is ideally suited for a literary agent or PR pro who is already versed in the art of smart content and eager for a new challenge with high-reward potential.

RESPONSIBILITIES: The Managing Director (MD) will work closely with the firm's president to: raise awareness of our Bookwriters Group in general and deepen our relationships within the publishing industry in particular; identify and close new business opportunities; and manage relations with clients the MD brings into the firm.

More specifically, the MD will be responsible for:

- Formulating and executing long-term business development and marketing strategies
- Meeting with literary agents and publicists, editors at major houses, and other publishing and communications professionals who could be potential sources of business
- Representing the firm at major industry conferences
- Organizing events to increase brand recognition
- Negotiating terms and drafting contracts for clients they bring in



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- Serving as the first point of contact for clients under contract
- Overseeing the assignment of writers to their projects

QUALIFICATIONS: This position requires substantial knowledge of the publishing industry and the craft and business of writing; strong people, pitching, and relationship-building skills; and a mix of initiative, creativity, and business savvy.

In addition, the ideal candidate will have:

- A minimum of 3 to 5 years experience working in a business/client-facing capacity at a literary agency, PR firm, or major publishing house
- A wide network of connections throughout the publishing industry
- Excellent writing ability
- Enthusiasm for working in a start-up environment

COMPENSATION: Comparable to a literary agency -- base salary plus commissions on all new business the MD is directly responsible for bringing into the firm, as well as bonuses tied to company performance. Health insurance provided.

APPLICATIONS: If you are interested in being considered for this position, please send a cover letter and resume to:
dan@gothamghostwriters.com