



**Gotham Ghostwriters**  
1 Union Square West, Suite 909  
New York, NY 10003  
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[info@GothamGhostwriters.com](mailto:info@GothamGhostwriters.com)

## **Managing Director** *Thought Leadership Group*

**SUMMARY:** Gotham Ghostwriters, New York's only full-service writing firm, is seeking an entrepreneurial content pro to lead and scale up our Thought Leadership practice.

We are an advanced, new model start-up in an ideal market position. We operate in a high-demand field with little competition and an unbeatable asset -- a network of more than 1000 book ghostwriters, speechwriters, white paper whizzes, and assorted content specialists. We have also built a great reputation for delivering high-quality content and service to a diverse range of thought leadership clients (Fortune 100 brands, TED talkers, global advocates, etc.).

You are a dynamic, well-connected relationship-builder and manager who can help us expand that brand, cultivate new sources of business, and take full advantage of our unique capacity to custom-match editorial talent with content need. This position is ideally suited for a PR, media, or publishing maven who is already versed in the art of smart content and is 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 firm in general and deepen our connections within the PR/media/publishing space 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 overseeing long-term business development and marketing strategies
- Meeting with PR and strategic communications agencies, corporate communications teams, and other players in the content and thought leadership fields 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
- Serving as the first point of contact for clients under contract
- Overseeing the assignment of writers to their projects



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**QUALIFICATIONS:** This position requires substantial knowledge of the PR/media/publishing space 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 development and/or client management capacity at a related company or agency
- A solid base network of relationships throughout the PR/media/publishing space
- Excellent writing ability
- Enthusiasm for working in a start-up environment

**COMPENSATION:** Base salary commensurate with experience plus commissions on all new business the MD is directly responsible for bringing into the firm, as well as bonuses tied to overall 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](mailto:dan@gothamghostwriters.com)