



## **New Mexico Angels – Marketing & Membership Manager**

[New Mexico Angels](#) is a 21-year-old state-wide investment membership organization. Our mission is to provide opportunities where its members can obtain strong financial returns investing in early-stage and high-growth companies while accelerating those businesses to market leadership. We work throughout New Mexico and the Southwest US.

We are seeking a full-time person of exceptional qualities for:

### **Membership, Sponsorship & Programming**

This position is the core of this membership organization

- Advance membership and sponsorship – engage with our community
- Lead calendar for programs
- Oversee organizing of events
- Support President and the Board with logistics and details
- Liaise with collaborating organizations and businesses
- Manage projects to advance organizational goals
- Other duties, as assigned and agreed to

### **Marketing, Media & Online Presence**

- Lead, manage and cause to happen communications
- Ensure strong social media and online engagement with stakeholders
- Communications: web / website content, E-news (2x/month currently) and PR / media
- Represent the organization at local and online events – especially in ABQ
- Connect and respond to inbound enquiries

### **Qualities Needed**

- Organized & detail oriented
- Tech savvy
- Self-starter; independent worker
- Strong writing
- Previous experience with CRM / contacts database helpful
- Grace under deadlines

Full time. Albuquerque, NM based or New Mexican preferred. Pay based on experience.

**To apply:** provide a resume and cover email detailing

- Why you are interested in NM Angels
- Your strengths and also areas for improvement
- Salary expectations

Send a single email with one attachment to [drew@nmangels.com](mailto:drew@nmangels.com) with a clear subject line.

NM Angels is an equal opportunity organization. People of all backgrounds are encouraged to apply. New Mexicans and those who care about New Mexico are especially supported.