# Business Development Officer

## Position Description

Title: Wealth Manager/Outside Sales
Reports to: Cofounder
Benefits: Inquire
Status: Full Time
Date: July 5, 2008

## General Description

New England Divorce Solutions LLC is a privately held boutique matrimonial finance firm servicing an exclusive and highly desired and hottest growth niches. We are a matrimonial finance litigation practice providing expert consulting services to family law attorneys, mediators and other allied divorce professionals throughout the New England area and the country. Our firm has three components to it: 1) Pre-divorce matrimonial support and litigation services, 2) Divorce and Family Mediation and Family Wealth Mediation services including the creation of Family Councils for private held businesses and 3) Post Divorce Asset Management and Wealth Protection Services. The firm's founder holds the Chartered Financial Analyst (CFA) designation and is also a Certified Divorce Financial Analyst. The firm's cofounder and Director of Business Development is a Certified Investment Management Analyst (CIMA) and also a Certified Divorce Financial Analyst (CDFA.) The firm's two principals have over 30 years of combined experience managing assets for institutional and retail investors and building a business. Both the founders are considered among the country's leading authorities in the area of divorce finance. They are frequent guest speakers to Bar Organizations, law firms, and mediation practices and are active nationally known writers in the area of divorce. The unique combination of the CFA and CDFA designations is one few firms offer their clients. The two founders have used their expertise to create a powerful and desired combination in the community. New England Divorce Solutions is a very active contributor in the community. The founders are heavily involved with promoting the ADR movement and participate in the Massachusetts Collaborative Law Council. They are also Chapter Directors for the Association of Divorce Financial Planners, members of the American Bar Association, New Hampshire Bar and National Association of Certified Valuation Analysts and are currently candidates for the Certified Forensic Financial Analyst designation. They also belong to the Massachusetts Council on Family Mediation, New England Chapter Association for Conflict Resolution and the Institute for Divorce Financial Analysts. The firm's co-founder is also a divorce and family mediator with Mediation Works, Inc. Boston and a volunteer in the state district court program in the Commonwealth of Massachusetts.

New England Divorce Solutions goal is to provide clarity to complex financial transactions in divorce and to help wealthy individuals who have gone through divorce learn how to manage and protect their assets going forward in their post divorce lives. New England Divorce Solutions was formed in 2006. The firm's goal is to "fill the gap" for attorneys and their practices and deliver solutions to complex financial problems. Divorce is a $3B industry in the US with legal fee's representing about one-third of this. New England Divorce Solutions partners with its sister company, McNamara Capital LLC, which is an independent, fee-based investment management firm. The firm is located in the Back Bay of Boston near the Public Garden. McNamara Capital exists solely to serve two purposes which are to help divorcing individuals grow & protect their assets which they still have to accomplish their same goals it did before only with less than half of one's resources they used to have. The firm provides an exciting opportunity to participate in a fast growing niche which few people have found a way to enter. The firm will provide candidates with a unique opportunity to learn more about the area of matrimonial finance and forensic financial matters as well as provide the candidate with instant credibility through its market. The firm's atmosphere is a family atmosphere and our focus is on being the best we can be in our industry. While many RIA's or broker dealers and wire houses tell you to bring in business anyway you can, we are uniquely different in that we have a proven model to attract and gain new clients. We are one of the only firms who have broken into and are accepted in the attorney market and we provide tremendous value to law practices and their clients around the country. The firm's prospective clients are all high net worth clients with assets ranging from $5M -$700M. The firm will provide any proper candidate the opportunity to become a Certified Divorce Financial Analyst and all the tools necessary to attract and gain new assets under management. The firm will provide the right candidate with a well-defined process to create new relationships and build upon existing centers of influence in the allied divorce community. Our firm offers the right candidate an exciting opportunity to learn more about this highly specialized and lucrative niche. Our expertise in one of the newest and most exciting areas of matrimonial finance offers a significant career opportunity for a highly motivated individual.

The Candidate will report to the firms Director of Business Development and work in the Boston office. Primary responsibilities for the job are listed below.

## Duties and Responsibilities

The Sales and Marketing position can expect to focus in the following areas:

- Sell, market to law practices and mediation firms and bring new clients to the firm
- Identify, cultivate and track new opportunities for the firm using our extensive attorney and ADR network
- Implement and manage an overall sales and growth philosophy across the firm
- Develop and manage marketing outreach, including public relations, communications and events
- Deliver Weekly public Seminars throughout New England using our tools provided
- Expand our Attorney Alliance Program to over 100 offices throughout New England
- 80% of time will be devoted to establishing meeting with prospective clients

## Qualifications

The Sales and Marketing position typically requires the following qualifications:

- Minimum 5 years experience, with demonstrated results in business development and sales
- Bachelor's Degree from an accredited college or university
- Must have Series 65 or 66 licenses and Health & Life (preferred).

- CFP or CFA (preferred) or CDFA, MBA (ideal)
- Proficiency with Word, PowerPoint, Outlook, Excel and CRM software
- Networking, business development and selling acumen
- Excellent written and verbal communication skills
- Client first attitude
- Self-starter, energetic, assertive
- Team player, excellent people skills
- Desire/ability to work successfully in a small company environment
- Must be entrepreneurial
- Must have the highest ethical standards and have a clean record.

## Salary and Benefits

Pay/benefits are competitive based on industry standards.

- Compensation will be based on assets under management
- Significant Bonus opportunity available based on new business brought to the matrimonial and/or ADR practice.
- Opportunity for Partial and/or full financial support for CDFA accreditation/continuing education requirements and other education/training opportunities
- The opportunity to work in the office or with flex time from your home.
- Future partnership opportunities in the firm as well as the opportunity to open new offices throughout the country.

New England Divorce Solutions is an Equal Opportunity Employer