

# United States Jobs Expertini®

## Business Development Manager

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Company: JAMS

Location: United States

Category: other-general

Acts to increase exposure and recognition for JAMS. Collaborates with mediators/arbitrators, employees, and clients to successfully implement stated practice development objectives. Manages regional practice development and marketing initiatives. Drives outreach to existing and potential clients (e.g., law firms) and to other key stakeholders (e.g., corporations) Builds complex practices of Panelists through practice development strategic plans and resulting activities. Maintains thorough market and neutral practice development plan documentation; monitors results regularly to adapt plans to drive goals. It'd be great if you could create and distribute internal and external communications related to assigned regions/neutrals/initiatives (Panelist updates, external newsletters). 25% Partner with appropriate managers to develop and execute practice development strategy in JAMS markets, conduct market and competitive intelligence research, document plans and activity, and monitor results. 25% Liaises with law firms and companies to promote JAMS; plans, produces, and moderates roundtables, legal educational programs, webinars, ADR education programs, and other events to raise the profile for JAMS and its Panelists. 25% Works with Panelists and Marketing Communications to create relevant content, including article placement, blogs, social media postings, and updates to Panelist bios. 15% Ensures timely creation and distribution of internal and external communications related to assigned regions/neutrals/initiatives (Panelist updates, external newsletters). 10% Education Level Education Details Bachelor's Degree in Business, Operations, Management, or a related field. Required Experience Experience Details 2-4 years of working in business/practice development. Required 1-3 years of working in legal and

client service roles. Plus 1-3 years For internal candidates, proven ability as a Practice Development Coordinator or similar position. Required Knowledge & Skills Computer literacy and proficiency in job-related software programs. Required Knowledge of the assigned markets, target practice areas, and the practice preferences of panelists.

Required Understanding of the legal industry, including court processes and legal terminology.

Preferred Travel Requirements Estimated 20% Occasional local, regional, and national travel.

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