

LivingHomes seeks Sales & Marketing Manager

LivingHomes, livinghomes.net, is a designer and developer of modern, prefabricated homes that combine world-class architecture with an unparalleled commitment to healthy and sustainable construction. The first LivingHome, designed by Ray Kappe, FAIA, was installed in eight hours. It became the first home ever to receive a LEED for Home Platinum rating. Twenty-four LivingHomes have been or will soon be certified LEED Platinum and one LEED Gold, making the company one of the most experienced designers of homes at the highest level of LEED certification. LivingHomes have garnered significant industry recognition including the AIA's top sustainable award, Green Builder Magazine's Home of Year, Business 2.0 "World's 11 Coolest Products", and Business Week's "Architectural Wonders of the World." LivingHomes are available in standard or customized configurations to builders, developers and individuals. In addition to design, LivingHomes is developing affordable housing communities for Make It Right, at the Ft. Peck Indian Reservation in Montana and for an East LA Community Corporation project in Los Angeles, and for its own project in Atwater Village, Los Angeles. The company recently established a sister company, Plant Prefab, plantprefab.com, the nation's first sustainable home factory.

Job Summary:

LivingHomes is seeking a Sales & Marketing Manager who will manage our sales efforts (your primary responsibility) while providing some marketing support. This position is based in Santa Monica, but there will be some travel to job sites and to LivingHomes' sister company, Plant Prefab.

Specific responsibilities include:

Sales (90% of effort)

- Manage communication for new clients and business leads.
- Respond to all inbound sales leads in a timely and professional manner.
- Manage the Qualifying Process by assessing budget, needs, and timing.
- Facilitate the transition to a new CRM system.
- Develop a strong rapport with clients and maintain excellent business relationships.
- Plan and execute internal strategy and planning sessions.
- Coordination, development and production of presentation/interview materials.
- Manage a system for tracking weekly, monthly, and yearly sales, leads and quotas.
- Manage the preparation of client proposals and RFP/RFQ.



- Communicate clients desires/aspirations to the technical team.
- Manage sales networking and outreach (individuals, architects, and developers).

Marketing

- Manage updating the website and the development of the firm's social media presence.
- Assist with the development of marketing collateral and web content.
- Manage deadlines/content for award submissions and lectures.
- Respond to press inquiries.
- Assist planning and coordinating Special Events.
- Assist development of press releases/e blasts.

Qualifications:

- Undergraduate degree in architecture, communications, art history, marketing or other related fields required.
- Minimum 3-4 years of sales/marketing experience.
- Excellent organization, written and verbal communication skills.
- Proficiency in Microsoft Office (Word, Excel, PowerPoint) and Adobe Creative Suite (Photoshop, Illustrator, InDesign) required. CAD skills a plus.
- Strong graphic design sensibility.
- Organized and proficient with personal time and team management with an ability to complete assignments and reports
- Ability to think creatively and strategically to develop and implement new initiatives
- Exceptional attention to detail.

Helpful Qualities and Experience:

- Knowledge of residential architecture.
- Knowledge of LEED materials and practices.
- A strong desire to wed profit and purpose and a sense of humor.

Salary/Benefits:

Salary is negotiable and dependent upon experience and skills. Other great benefits including the opportunity to work with great architects and to create homes that improve the quality of living for people and the planet.

To Apply:

Please submit cover letter, resume and work samples to jobs@livinghomes.net

NOTE that only qualified candidates should apply for this position.

livinghomes.