

Sales & Business Coordinator

McLean Communications, Manchester, NH

We're looking for a highly-organized, imaginative, energetic person to join our creative, supportive, flexible and fast-paced magazine and media publishing team as Sales & Business Coordinator, a cross-functional role at the heart of our operation.

The right candidate will be interested in the publishing and marketing world, including print, digital and events, and thrive on a varied daily schedule that includes sales and administrative support, digital publishing and social marketing, and brings them in contact with nearly every member of our team on a regular basis.

Our offices are located in the heart of Manchester's historic Millyard. Our other publications include New Hampshire Magazine, New Hampshire Business Review, New Hampshire Home, 603 Diversity and Bride, and we're a division of the iconic Yankee Publishing, Inc., which publishes Yankee Magazine, the Old Farmer's Almanac and Family Tree Magazine. As a company, we're employee-owned and deeply engaged in our community and many of our events and publications support important causes and charitable and social organizations.

Yankee Publishing offers a generous benefits package, including health, dental, flexible spending accounts, life and disability insurance, paid holidays and vacation, 401K plan with employer match, and an Employee Stock Ownership Plan (ESOP). We provide a collaborative working environment along with a welcoming, inclusive corporate culture where individuals are recognized for their contributions.

For complete consideration, please apply online providing a resume and cover letter explaining why you are perfect for the position:

<http://ypi.com/work>