



Position: Project Associate
Available: Immediate
Instructions for applicants: Email your resume, salary history and cover letter to resumes@mckinley-advisors.com.

McKinley Advisors, a leading association consulting firm, has an immediate opening for a project associate. This is an excellent opportunity to join a fast-growing firm in a key role with unlimited potential for career advancement. McKinley's core business areas include research, consulting and outsourcing, with a wide variety of project types including market research, marketing strategy, communications and branding, pricing, strategic planning, and organizational development. The project associate will work in tandem with other McKinley staff to plan, develop and implement projects.

Day-to-day activities will include:

- Managing the logistics, planning and scheduling of various projects
- Driving project plans with both internal and external teams
- Meeting and communicating with clients on project developments
- Conducting qualitative, quantitative, and secondary research
- Synthesizing research findings to arrive at top-level analyses
- Drafting research summaries to be incorporated into final deliverables

Requirements include:

- Bachelors degree in English, Journalism, Communications, Marketing or similar
- 2-3 years work experience
- Superior written and verbal communication skills
- Demonstrated creative problem solving abilities
- Flexible approach to the changing nature of work
- Ability to work effectively both independently and in teams
- Professional demeanor and cooperative spirit
- Qualitative and quantitative research experience is a plus
- Familiarity with associations is a plus

McKinley offers excellent benefits, business casual attire, and a progressive work environment that rewards creative thinking and hard work. For more information, please visit www.mckinley-advisors.com