



Director of Relationship Development

Job Summary:

The Director of Relationship Development will be responsible for planning, coordinating, and the execution of a comprehensive relationship development plan designed to meet the Firm's goals and objectives focused on client acquisition and revenue growth. Working in conjunction with the Executive Management Team, the Advisors and the Marketing team, the Director will develop sales initiatives and techniques needed to support new relationship development, including identifying and developing market segmentations, marketing channels and partnerships with Centers of Influence.

The Director will be responsible for managing and overseeing the Firm's relationship development process. Working in conjunction with the Executive Management Team, the Relationship Development Team, the Advisors, and the Marketing Team; the Director will be responsible for ensuring that the relationship development process promotes the Firm's commitment to ethics and values at the highest levels, our commitment to our fiduciary duty in fulfilling our obligation to act in the best interest of our clients, our competitive position as a leader in the industry, and the value proposition provided by our services and capabilities.

The Director will manage and oversee the activities of the Relationship Development Team to ensure that the Team's approach is consistent with the Firm's ethics and values, that their activities are aligned with the Firm's sales metrics, and that they are able to meet the Firm's new business development goals, which are focused on client acquisition and revenue growth. The Director will be responsible for reviewing and monitoring all lead generation activities to ensure that the Team is using a relationship-based approach that involves developing ongoing, meaningful relationships with individuals and external business partners. The Director will monitor and review the new leads generated and as needed will assign leads provided by the Firm to each Relationship Developer. In addition, the Director will be responsible for personally contributing to the relationship development activities by creating networks and generating new leads.

Job Requirements:

Must have strong values and be committed to the highest level of ethics and integrity. Must have an excellent academic record; four-year college degree required, a graduate or advanced degree is strongly preferred. Professional Designation as a Certified Financial Planner (CFP) and/or as a Chartered Financial Analyst (CFA) would be beneficial. Must have 10+ years of experience as a leader and manager of a Sales, Business Development, or Relationship Development Team is required; experience in the Wealth Management or Financial Services industry is strongly preferred. Must have demonstrated the ability to have effectively lead and manage a group of sales, business development and/or relationship development professionals. Must be able to effectively work collaboratively with other departments and coordinate all service and support to meet the business development needs of the firm. Must be able to develop training and development plans and deliver training to individuals and/or groups of people effectively. Must have strong interpersonal skills and the ability to effectively communicate verbally and in writing with internal and external constituents. It is very important that the successful candidate be highly organized, strong attention to detail, goal-oriented, and have

demonstrated the ability to create and maintain detailed records. Strong technical skills with the ability to use informational systems, databases, and desktop applications effectively.

Perks & Benefits:

The successful candidate will have the opportunity to have long-lasting and visible impact on prospective clients' lives. The Firm's high client retention rate demonstrates our commitment to ethics and values at the highest levels, our commitment to our fiduciary duty in fulfilling our obligation to act in the best interest of our clients, our competitive position as a leader in the industry, and the value proposition provided by our services and capabilities. We provide an opportunity to be a part of the firm as we grow and expand to meet the current and future needs of our clients. You will work for an organization that is strongly committed to ethics and values, offers a warm and welcoming environment, work flexibility, and is supportive of training, professional development, and continuing education, as is demonstrated by our team's long term careers with the Firm. In this role you will have the opportunity to work with a group of talented and very experienced Marketing and Client Service professionals, with strong professional networks. The Firm will provide technical resources to support remote work when needed and is approved by the manager. We offer comprehensive dental and health care benefits, life insurance, a 401K Plan, and an SEP-IRA Plan. The Firm provides access to all JGUA portfolio management, financial planning, and income tax services for you and your family. We have regular company outings. Community Involvement is encouraged and supported.

Projected Hiring Range:

Annualized Salary: \$100,000 - \$125,000

New Client Incentive: JGUA provides Incentive Compensation to the Individual directly responsible and credited for new accounts that retain JGUA. The gross amount of the sign up bonus for our Relationship Development Team is currently 15% (fifteen percent) of the revenue received for the first year's services provided to the Client by JGUA.

Director's Incentive: JGUA provides Incentive Compensation to the Director of Relationship Development for effective recruitment, training, coaching and leadership of the Relationship Development team. The results of these efforts should be evidenced by Net New Business results. If in a calendar/performance year, a Relationship Development Representative meets or exceeds two percent (2%) equivalent of Five Million Dollars (\$5,000,000) of net new business (or \$100,000.00 of new client revenue), the Director of Relationship Development will qualify for an additional incentive of Five Percent (5%) of the revenue received for the first year's services provided to the Client by JG

Revenue Goal: It is our strategic objective to achieve a repeatable, ongoing growth rate of 10% annually as measured by increase in revenue from business development activities. Our timeline to achieve that at the time of this offer is 2025. The Relationship Development Team is a core part of achieving this goal. Therefore, goals need to be aggressively set and pursued. We have established a desired trend line for goals, which will be reviewed annually and you will be a core participant in the discussion. It is with this in mind that we expect that you and/or your team will generate \$500,000 in new annual revenue in the calendar/performance year 2022. Based on standardized billing you will need to generate approximately \$25 million dollars in new business to achieve your annual revenue goal for 2022. Our minimum target goals for the Relationship Development Team in future years are as follows:

- 2023 - \$40,000,000, net new business, 2% equivalent
- 2024 - \$55,000,000, net new business, 2% equivalent
- 2025 - \$70,000,000, net new business, 2% equivalent

On-Boarding Expenses: You will be provided an expense account to support your onboarding and initial team building. This is to cover your personal travel expenses (to corporate offices or other locations), team building activities, training, and other approved expenses per corporate policies. Travel expenses include reasonable hotel (or other similar, reasonable accommodations), mileage driven (outside of a 50 mile radius, per corporate policy), and reasonable meal expenditures. You will have a budget for expenses incurred from your start date until December 31, 2021 of Five Thousand Dollars (\$5,000.00). You will have a budget from January 1, 2022 through February 1, 2022 of Four Thousand Dollars (\$4,000.00). For expenses incurred from February 2nd, 2022 forward, please refer to your expense budgets under “Operating Expenses”. Reimbursement will take place as soon as administratively possible following proper approval of expenses and proper filing of expense reports according to the Firm’s policies and procedures.

Operating Expenses: You will be provided an expense account that will support your personal business development activities and your support of your team’s business development activities. This is to cover your personal travel expenses (to corporate offices or other locations), team building activities, training, entertaining leads, and other approved expenses per corporate policies. Travel expenses include reasonable hotel (or other similar, reasonable accommodations), mileage driven (outside of a 50 mile radius, per corporate policy), and reasonable meal expenditures. This will be broken down in two parts:

- **Personal Business Development Expense Account:** Year one will equal Five Thousand Dollars (\$5,000.00). Year two will equal 2% of your personal (not the entire team) year one revenue generated from new client acquisition based on the same 12 month, 2% equivalent calculation used in other areas of your compensation package. In addition, for Year 2, the company will provide up to Two Thousand Five Hundred Dollars (\$2,500.00) if the calculation of 2% of Year one revenue is less than Five Thousand Dollars (\$5,000.00). Year three and beyond you will receive an expense account of 2% of the prior year revenue generated by your personal (not the entire team) new client acquisition activities. Reimbursement will take place as soon as administratively possible following proper approval of expenses and proper filing of expense reports according to the Firm’s policies and procedures.
- **Leadership Business Development Expense Account:** Each year, you will be provided Two Thousand Five Hundred Dollars per Relationship Development Representative on the team (prorated for when the rep joins or separates from the company in the calendar year) to support your efforts to train, coach and lead. Reimbursement will take place as soon as administratively possible following proper approval of expenses and proper filing of expense reports according to the Firm’s policies and procedures.

Corporate Initiatives: You will be reimbursed for expenses incurred for and during any designated Corporate Initiative(s). For any such activity to be determined to be funded by the Corporation, a

program will be required to be submitted with targeted outcomes and costs included. Any requests for these generally larger and out of our region programs may have significant resources required with funding as a Corporate Initiative and must be in writing, receive formal pre-approval in writing before implementation of any aspects of the Corporate Initiative. Most Corporate Initiatives will likely be generated and developed by the Corporation but there may be individual situations where these larger business development activities could be of your design and leadership, such activities being encouraged. Reimbursement will take place as soon as administratively possible following proper approval of expenses and proper filing of expense reports according to the Firm's policies and procedures.

Technology Allowance: In accordance with the Firm's Technology Allowance Policy, you will be eligible for a \$500.00 (Five Hundred Dollar) Technology Allowance every four (4) years that may be spent on qualifying equipment as defined by the Executive Management Team. The Technology Allowance may cover the complete cost of chosen devices or offset a portion of the cost. There are no rollovers of any unused portion of the Technology Allowance to the next four (4) year period.

Examples of qualifying equipment would be: desktop computer, laptop or other portable style computer, add on devices such as additional monitors, docking stations, keyboard, mouse, etc.

All Technology Allowances paid as reimbursement for the purchase of qualifying equipment will require you to sign a four-year payback agreement in which you agree to reimburse the firm for 100% of the Technology Allowance paid if you leave the Firm within four-years of the Technology Allowance payment.

A copy of the Technology Allowance Policy will be provided to you during your Departmental On-Boarding Process.

Job Description:

To view the full job description go to <https://jgua.com/directorrelationshipdevelopment>

About Us:

John G. Ullman & Associates is a wealth management firm committed to bringing human connection, attention to detail and trust to every aspect of financial planning. For over 40 years, we have helped clients plan for a lifetime of financial security, creating highly customized financial plans to manage, grow, and protect our client's wealth. Our team has grown to include a diverse group of expert financial planners, tax professionals, investment researchers, legal professionals and support staff in three separate New York State Locations; including our headquarters located in Big Flats, NY; and branch offices located in Corning, NY and Rhinebeck, NY.

To Apply:

If you are interested in applying please e-mail a letter of interest and resume to Stephany Achterberg at achterbergs@jgua.com. Please indicate you are applying for the Director of Relationship Developer position and use reference code JGUA-DirRelDev.