



Job Title: Sales Appointment Setter/Qualifier at Safi Media

About Us:

Safi Media is an education and coaching company dedicated to doubling the number of women entrepreneurs who sustainably scale past \$1M in annual revenue by 2030. Recognized globally for our transformative work with women leaders and entrepreneurs, we create opportunities for growth and impact.

Role Overview:

We are seeking a dynamic, proactive, and empathetic Sales Appointment Setter/Qualifier to join our team. In this role, you will connect with prospective clients, screen them for program fit, and schedule qualified candidates for meetings with our enrollment specialists. By helping us enroll world-class participants into our programs, you'll directly contribute to advancing our mission and empowering women entrepreneurs globally.

Key Responsibilities:

- Engage with prospective clients via phone, email, and social media to pre-qualify leads.
- Screen inbound leads from our marketing initiatives to ensure they meet program requirements.
- Schedule qualified candidates into the calendars
- Follow detailed scripts and processes to identify the best-fit candidates for the Jewel Business Accelerator program.
- Collaborate with sales, marketing, and client support teams to ensure smooth handoffs.
- Provide daily updates and performance reports to the team.

Skills and Qualifications:

- Experience in sales, lead qualification, coaching, or a related field.
- Strong communication skills with the ability to build rapport quickly.
- High attention to detail and ability to follow through on commitments.
- Comfortable working online with tools like Zoom, Slack, LinkedIn, and CRM platforms.
- Reliable internet connection and a quiet work environment for conducting calls and meetings.
- Positive energy and a proactive attitude to meet and exceed goals.
- Availability to work during Eastern Time hours (9 am to 5 pm).

About You:

- **Empathetic and client-focused:** You genuinely care about matching the right people to the right programs.
- **Proactive problem-solver:** You take initiative, anticipate needs, and act on opportunities.



- **Team-oriented:** You collaborate effectively and offer support when team members need it.
- **High integrity:** You operate ethically and represent Safi Media with professionalism.
- **Confident communicator:** You are an effective ambassador for Safi Media and its programs.
- **Detail-oriented:** You keep your promises, meet deadlines, and maintain high-quality standards.
- **Solution-driven:** You actively contribute to improving processes and addressing challenges.

Work Schedule:

This is a part-time, flexible position. While you can set your own hours, you must be available during Eastern Time business hours (9 am to 5 pm).

How to Apply:

Create a short, 3-minute video answering the following questions:

1. Why do you want to work as a Sales Appointment Setter/Qualifier?
2. Why do you want to work at Safi Media rather than elsewhere or for yourself full-time?
3. What are your beliefs around sales?
4. Share your experience in sales?
5. Where are you located, and what is your time zone?
6. Are you available to work during Eastern Time hours (9 am to 5 pm)?

Important: Keep your video under 3 minutes. Applications exceeding this time limit may not be considered.

Submit your application [\[here\]](#).

We're accepting applications until Friday, February 14th. After applying, you'll receive confirmation that we've received your submission. If you have been selected to advance to the interview process, we'll follow up after the deadline.

Join us at Safi Media and contribute to a mission that's changing the world—one woman entrepreneur at a time. We can't wait to meet you!