Announcements

Registration begins THIS Wednesday, Feb 26! Summer registration (for Dr. Wright’s MBA 693 International Business and Research course, and MBA 625 economics) is open and first come, first serve. I will be in touch in the next few weeks about the fall schedule and your individual registration permissions.

Advising Day (today!) – There are NO classes on Advising Day... except for Dr. Runyan’s MBA 623 course (sorry folks!). Biltmore Park will be closed starting at 6pm.

MBA Leadership Speaker Series – Tuesdays at 6pm, Biltmore Park room 346.

<table>
<thead>
<tr>
<th>Date</th>
<th>Subject</th>
<th>Speaker's Topic – (usually 30 minutes + questions)</th>
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<tbody>
<tr>
<td>Mar 4</td>
<td>Jack Cecil – CEO, Biltmore Farms</td>
<td>How do leaders motivate people?</td>
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<tr>
<td>Mar 18</td>
<td>George Briggs, Executive Director of the N.C. Arboretum</td>
<td>How do leaders build effective teams</td>
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<tr>
<td>Mar 25</td>
<td>Terry O'Keefe, Author, Newspaper Columnist</td>
<td>How do leaders mentor and coach?</td>
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<td>Apr 1</td>
<td>Suzanne DeFerie, CEO - Asheville Savings Bank</td>
<td>How should performance be measured?</td>
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<td>Apr 8</td>
<td>Major General Richard Devereaux, US Air Force</td>
<td>What does the future hold for leaders?</td>
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GBSA Activities

Interview Prep – March 5. Details coming soon!

Shamrock Race – March 15. Contact Ellie at eshown@catamount.wcu for more details or to register.

Calendar of Events

Undergraduate Advising Day (NO CLASSES) – Tuesday, February 25

Registration Opens – Wednesday, February 26

GBSA sponsored Career Services Interview Prep – March 5, details TBD

Opportunities

JOB! Business Development Sales – Online digital marketing company seeks a sales manager with strong phone skills, some experience in marketing and great customer services. Our company helps small business owners market and engage their customers through the use of mobile marketing. We help clients marketing their businesses with all or some of these tools; loyalty program, mobile marketing, text messaging, email marketing, social media, reputation management, comment card and happy birthday messages. We have been in business since 2007 and have clients in 38 states. We are a dynamic evolving start up, with new products and services to reach a diversified client base. We want to create an office where people work hard and have fun. We believe we can help every retail, food service based business, connect with their customer base in the most direct and cost effective way.

This position will be responsible for: Taking inbound calls from our websites and ads; Making outbound calls; Ability to properly respond to inquiries from customers via the phone, email, support
tickets and online chat relating to pricing, software questions, and billing; Completes customer sales orders and collects payments, when necessary; Provides customer follow-up as needed; Demonstrations – Web, over the phone and On-site training; Achieve established goals as set by team; Logging calls and updating status in our CRM; Maintains positive company image, while providing excellent customer service; Performs other duties as assigned; Other misc tasks and research. Primary

**Objectives:** Offering Great customer service, the customer is king and we are here to help; Get customers signed up and help with follow up; Increase sales; Have fun.

**Job Requirements & Skills:** Great phone skills; Computer -- Microsoft® Office, Google Docs, Screen sharing software; Willingness to learn and work hard; Literary -- Proficient Writing Skills; Personable, Professional, Outgoing, and Self-Motivating; Travel – 0-25%, just to office. Located at AB Tech Enka site; Prior Sales, marketing, account management experience would be helpful; Willingness to learn and work hard; Spelling must be good; Demonstrate effective listening and time management skills; Possess excellent communication and presentation skills; Willingness to learn and work hard; Ability to work independently; Ability to continuously learn and retain knowledge of new services and promotions.

**To Apply:** Email your cover letter and resume to Hans Hegge at hans@textripple.com.

**JOB! Benefits Specialist, City of Asheville** - The City of Asheville is looking for an organized professional with benefits experience to join the Human Resources team. Position is responsible for providing exceptional customer service to all employees regarding all employee benefit programs and plans. An employee in this class will perform a variety of duties in administering the day to day activities of all benefit programs. Work includes conducting new employee benefit orientation; open enrollment meetings and answering leave and benefit questions. Employee is responsible for preparing and processing a variety of forms and paperwork, serving as liaison between employees and other agencies, and explaining procedures and programs to employees. Work is characterized by its variety, complexity and confidential nature, requiring considerable organizational and analytical ability. Employee must exercise independent judgment, discretion, and initiative in completing assignments and handling difficult situations requiring considerable tact and knowledge of applicable policies, procedures, and programs. Work is performed under general supervision of the Benefits Manager and is evaluated for proper application of policies and procedures and for quality and completeness of reports and recommendations.

**Qualifications:** Associate’s degree in business administration, human resources or a related field and 1 to 2 years of related experience, and/or any equivalent combination of training and experience required to perform the essential position functions. Ability to obtain Certification as a Notary Public by the North Carolina Department of the Secretary of State within 6 months. Prefer human resources certifications such as PHR (Professional in Human Resources) or CBP (Certified Benefits Professional).

**Full Time**, 37.5 hours per week. $18.16 - $21.79 hourly.


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