



Sales Representative

Status: Full-Time, Exempt

Salary Range: \$63,000 - \$67,000 annually + benefits

Location: Primarily based out of our office in Alexandria, VA. Together We Bake values connection and community. The Sales Representative may work remotely on Mondays and Fridays, and should be available to come to the office or attend local events as needed to support team collaboration, program sessions, donor engagement, and program visibility.

Reports to: Director of Revenue and Growth

How You'll Help

The **Sales Representative** will play a key role in expanding revenue, visibility and impact of Together We Bake's non profit employment social enterprise. This mission-driven professional will cultivate customer relationships, develop new sales opportunities, and build partnerships with retail, corporate, and community partners.

This role is ideal for a relationship builder who is entrepreneurial, organized, and passionate about connecting business success to social good. The Sales Representative will work closely with the Revenue and Growth Team and the Production and Program teams to strengthen TWB's earned income strategy and expand the reach of our products and mission.

Ideal Candidate

The ideal candidate is a relationship builder who is deeply inspired by Together We Bake's mission and believes in the power of business to create social change. They bring curiosity, empathy, and authenticity to every interaction, whether connecting with a customer, community partner, or corporate supporter. They can clearly communicate impact, tell compelling stories, and inspire others to invest in opportunities that help women rebuild their lives and achieve lasting stability. This person is agile and understands what it means to be on the ground building something new. This person thrives in collaborative environments, values purpose-driven work, and is motivated by

both mission and measurable results.

Key Responsibilities

Sales & Relationship Management (40%)

- Build and maintain strong relationships with existing wholesale, retail, and corporate clients.
- Research and pursue new B2B (business-to-business) sales opportunities, including cafés, gift shops, catering clients, and corporate gifting programs.
- Manage the customer pipeline and CRM tracking system (Salesforce or equivalent).
- Respond promptly to inquiries, prepare quotes, and coordinate fulfillment with the production team.
- Represent TWB at community events, markets, and corporate fairs to promote product sales and mission awareness.

Brand Expansion & Partnerships (30%)

- Identify and secure new retail, hospitality, and community partnerships to expand TWB's market presence.
- Collaborate with staff and consultants to ensure consistent brand storytelling and mission alignment across all sales channels.
- Support the development of corporate partnership programs (e.g., "Gifts That Give Back").
- Develop relationships with chambers of commerce, local businesses, and mission-aligned organizations.

Sales Operations & Reporting (20%)

- Track and report monthly sales, customer feedback, and growth opportunities.
- Understand sales trends.
- Support the implementation of e-commerce enhancements and online store management.

Mission Integration (10%)

- Work alongside program participants and alumnae, connecting their workforce training to real-world business experiences.
- Serve as an ambassador for TWB's mission in every interaction—with partners, customers, and the broader community.
- Participate in TWB events, graduations, and community activities that celebrate and support our participants.

Qualifications

We're looking for a motivated, mission-aligned individual who wants to grow with us. You may not check every box and that's okay! We encourage you to apply if you have most of these qualities and feel inspired by our mission.

- 2 - 3 years of experience in sales, account management, customer relations, or partnership development (nonprofit, social enterprise or entrepreneurship experience is preferred).
- Strong communication, relationship-building, and presentation skills.
- Motivated by goals and outcomes; able to identify new opportunities, cultivate leads, and close deals that align with our mission.
- Thrives in a collaborative, fast-moving team; flexible and solutions-oriented when facing new challenges or shifting priorities.
- Organized, proactive, and able to manage multiple priorities independently.
- Passion for social enterprise, women's empowerment, and community impact is essential.
- Comfort with technology: CRM systems, Google Workspace, Shopify, and online ordering platforms.
- Ability to track sales performance, analyze trends, and use data to make recommendations for growth.
- Passionate about connecting TWB's products and story to the broader community through events, partnerships, and outreach.
- Approaches all interactions with strengths based language, respect, compassion, and commitment to inclusion, reflecting TWB's values of dignity and opportunity for all.
- Valid driver's license and reliable transportation for local meetings and events.

How to Apply

Please send your resume and a brief cover letter describing your interest in TWB's mission and how your experience aligns with this role to development@togetherwebake.org with the subject line "Sales Representative – [Your Name]." Finalists will be required to engage in a short hiring exercise.

Applications will be reviewed on a rolling basis until the position is filled.