



**BRIDGEWAY CAPITAL MANAGEMENT
JOB POSTING
MARKETING ANALYST
CLIENT SERVICE AND MARKETNG TEAM**

Bridgeway Capital Management

Bridgeway Capital Management Inc. (BCM) is a Houston-based investment management firm founded in 1993 with approximately \$7.3 billion in assets under management. Bridgeway offers separate account management, sub-advisory services and no-load mutual funds to institutional and retail clients. We believe our strong and principled organizational culture, coupled with our disciplined investment process, allows us to deliver innovative investment solutions to institutions, advisors, and individuals. At all times, Bridgeway strives to put investors' interests first by emphasizing integrity, performance, efficiency, and service. Bridgeway believes in building a culture of financial stewardship and achieving transformative change in our communities by contributing 50% of profits to non-profit and service organizations.

The Client Service and Marketing (CSM) Team is responsible for sales, marketing, client service and consultant relations, and collaborates closely with all teams within the firm. The Marketing Analyst will be a generalist who leads and supports initiatives in corporate marketing, channel marketing, creative services and business intelligence for institutional strategies, sub-advisory services and mutual funds. This person will be a critical member of Bridgeway's CSM team, reporting to the CSM Team Leader, and will be based in Houston, Texas.

Principal Responsibilities

- Lead and/or provide support to marketing initiatives, programs, or research projects
- Coordinate production of communications with internal staff and third parties to ensure quality, timeliness, and cost efficiency (e.g., quarterly reports, consultant databases, data requests)
- Draft copy for investment letters, promotional materials (e.g., reports, brochures, consultant databases, RFPs, website, prospectuses, etc.) and other written or verbal communications (e.g., speeches, presentations)
- Collaborate in developing new products, client relationships, and in implementing marketing approaches
- Forge relationships and provide oversight of service providers in support of marketing activities
- Provide consistency of marketing and communications across all products, services and functions

Qualifications

Experience/Education

- Undergraduate degree, preferably in Finance or Marketing; interest in CFA preferred
- Minimum of 5 years marketing experience with some experience in institutional asset management or with mutual funds.
- Series 6 and 63 not required, but are a plus.



Qualifications (cont.)*Skills/Passions*

- Experience marketing institutional strategies and/or mutual funds
- Demonstrated analytical and problem-solving ability
- Strong oral, written, phone and social media communication skills
- Sense of urgency, attention-to-detail, highly-organized, and strong project management skills
- Experience and desire to work in a collaborative, team environment
- Strong work ethic and drive for team and personal success
- Familiarity with eVestment analytics suite, to include Omni Complete portal
- Experience with completing RFP/RFI requests and RFP content management
- Website management skills; experience with WordPress
- Flexible and responsive to multiple and changing priorities
- Ability and desire to work in a Servant Leader culture

We are an equal opportunity employer.

Submit your cover letter and resume via email to careers@bridgeway.com