**Company Overview:**

Organic Clicks, LLC is a Digital Marketing Agency that helps businesses compete in a saturated online marketing space with innovative SEO, PPC, Social Media, and Email Marketing strategies.

Our mission is to develop brands long-term and exceed their expectations through innovate strategies, consistent deliverables, and high performance. Our goal is to change the way businesses speak, listen and share information online to their customers.

This project with Organic Clicks, LLC will give you a unique opportunity to work alongside a small agency that has a holistic approach to digital marketing. Organic Clicks, LLC’s projects provide the opportunity to work with clients from different industries, creating synergy between online marketing initiatives and their website, while moving toward a common objective of connecting brands with people.

**Ideal Contractor:**

We are looking for a contractor with 1 - 2 years of online marketing experience (preferably with an agency) to primarily provide services in support of our search engine marketing strategies. **Contractor must live in the Charlotte area**. Ideal contractor also has the following:

* Able to work independently and can communicate effectively
* Can manage multiple SEO campaigns successfully
* Basic understanding of HTML
* Experience with WordPress
* Basic understanding of social media platforms
* Experience with executing link building strategies
* Experience working with copywriters to manage and edit content
* Experience with Google Analytics and Search Console
* Solid understanding of SEO and working knowledge and/or strong interest in other

media channels especially PPC and Social Media.

* Experience with Microsoft Office products, such as Microsoft Excel

**Services Needed:**

Services the contractor will be charged with delivering include but not limited to; keyword research, on-page and off-page optimization, link building, reviewing client content, prepping blogs for publishing, competitor research and analysis, local SEO, and more.

Services may expand to include assisting with other online marketing activity implementation including; social media, email marketing and analytics reporting.

Additionally, the contractor will help in researching and developing new SEO techniques and strategies to ensure Organic Clicks, LLC’ clients’ success.

Specific services requested may include:

* Conduct SEO research and analysis for clients including but not limited to keyword research, competitor analysis, content gap and backlink analysis.
* Outreach campaign ideation and implementation
* SEO reporting and analysis
* Keep up-to-date on marketplace and technical developments, integrating these into client campaigns.
* Run technical audits on websites according to our highly-detailed instructions
* Provide data in a written report to clients each month
* Manage multiple SEO campaigns successfully
* Work directly with the copywriters to manage and edit content
* Discover & evaluate organic competitors
* On-board clients by setting them up with Google Analytics, Search Console, etc.
* Identify areas for on-site improvements in site structure, internal linking, and content
* Perform keyword research & build lists of targeted keyword phrases
* Build backlinks, directory and local citations
* Apply on-page optimization by uploading new content and filling out page titles, meta descriptions, and image alt tags within WordPress or other CMSs.

**Submitting Proposals:**

Please send your proposal (including representative clients, references, and experience) to jobs@organiclicks.com.