



CANNA ADVISORS[®]

BUILDING THE INDUSTRY

CANNABIS DISPENSARY SUBJECT MATTER EXPERT (SME)

The Cannabis Industry is growing exponentially. Cannabis license applications have become increasingly complex, detailed, and competitive as the industry evolves. Only the most prepared and thorough applicants score high enough to secure a state or local license. Canna Advisors has been winning licenses across the country and creating one of the best track records in the industry by helping cannabis entrepreneurs win business licenses, optimize facility design, standardize operations, and maximize business development. No matter the task, we are passionate about making cannabis the next great American industry.

We have a need for **Cannabis Dispensary Subject Matter Experts (SME)** on a 1099/contract basis to produce high-quality cannabis license applications, as well as other business documents contributing to the overall success of Canna Advisors and their clients. In particular, **professionals that have experience researching and writing about cannabis Dispensary Operations and Startups**

WHAT'S NEEDED IN THIS ROLE

- Expertise in contributing to building a dispensary, or involvement in developing initial operations and startup
- Past experience managing sales volume effectively
- Working knowledge of seed-to-sale tracking systems (METRC, BioTrack, etc)
- Experience or familiarity with Cash Storage, Product Storage, and Access Controls Involvement with the procurement and purchase of product
- Professional writing experience, including applications, RFP proposals, business plans, and/or Standard Operating Procedures (or other similar, persuasive writing experience)
- Argumentative, compelling, and exact writing skills, as well as excellent and timely written and verbal communication skills
- Humility and ability to take constructive criticism and incorporate it into all future work after being briefed on issues once
- Proactively seek guidance and ask questions in the process of writing materials
- Ability to research and accurately interpret laws, regulations, and industry best-practices to suit the needs of the assignment
- Ability to communicate technical information to non-technical audiences
- Ability to recognize and adapt to changing requirements, schedule changes, and any other challenges that might affect a project
- Ability to work well with other professionals, both peers and subject matter experts
- Ability to prioritize and manage multiple ongoing projects within a deadline-driven environment

WHAT WILL SET YOU APART

- **A PASSION FOR THE CANNABIS INDUSTRY**
- Project Management experience
- Professional experience If federal grant writing or drafting responses to RFPs In-depth, first-hand knowledge of the cannabis industry
- Demonstrated experience writing winning license applications

- Bachelor's degree in pre-law, journalism, communications, sciences, or equivalent degree

\$25.00/hr - \$45.00/hr, commensurate on experience

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Canna Advisors is an Equal Opportunity Employer. Canna Advisors does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law.