



# BROAD ARROW GROUP

## **Position Summary - Catalogue Writer, Research and Editorial**

This is an opportunity for a skilled automotive writer to join our world-class Editorial team. Founded in 2021, Broad Arrow Group, Inc. (“Broad Arrow” or the “Company”) specializes in helping its clients buy, sell, and finance collector cars. Broad Arrow’s Editorial team is responsible for researching, cataloging, and writing about high-quality collector cars we offer for sale via public auctions or private sales. The ideal candidate for this position has strong knowledge about and passion for collector cars, strong writing ability, and is motivated by in-depth research and interacting with marque experts and historians. We are looking for motivated individuals to join our Editorial team, preferably in our headquarters in Ann Arbor, Michigan, or working remotely from anywhere in the world.

### **Responsibilities**

- Cataloging, researching, and writing descriptions of motor cars on consignment as assigned
- Working with clients and Car Specialists to ensure well-written, accurate descriptions
- Assisting our Archivist with the processing of car files
- Updating the vehicle database for each consignment she/he has written
- Assisting with the cataloging of private collections when necessary
- Provide knowledge of assigned consignments to the Administration, PR, Marketing, and Client Services departments when needed
- Traveling to onsite auctions and coordinating the onsite research-related responsibilities
- Other activities as assigned by manager, including coordination of print procurement

### **Qualifications We Are Looking For**

- Bachelor’s degree, with a preferred major in liberal arts (History, Literature, or similar)
- Strong knowledge of collector cars (beyond interest or hobby)
- Skilled writer, with strong ability to also proofread descriptions written by peers
- Excellent written and verbal communication skills
- Ability to deliver under time pressure and deadlines
- High level of integrity and work ethic
- Positive mindset with strong orientation for teamwork and collaboration

### **What We Provide**

- Exciting, entrepreneurial work environment
- Opportunity to travel to major collector car events and/or auctions
- Competitive salary and bonus
- Medical, dental, and vision insurance
- Life insurance
- 401(k) plan with employer match
- Paid vacations
- Employee Appreciation Week

## **About Broad Arrow Group**

Broad Arrow Group, Inc. (“Broad Arrow Group”) represents the collective vision of its founders, team members, and partners — to be the best advisor, marketplace, and financier for car collectors, with integrity, trust, and innovation. Broad Arrow Group is a holding company, founded in 2021 and headquartered near Detroit, Michigan, to develop and operate a portfolio of businesses and brands that address the needs of various segments of the collector car market and to transform the collector car industry. Learn more at [broadarrowgroup.com](https://broadarrowgroup.com).