

# Group Sales Specialist

Childsplay is seeking a highly motivated, creative, goal-driven and organized individual to join our ensemble as Group Sales Specialist. This is a full time, non-exempt position with benefits and reports to the Managing Director.

Primary duties include, but are not limited to:

- Generating new group ticket sales from social, corporate, and educational organizations through a variety of means, including but not limited to: sales calls, email and written correspondence and on-site, in person meetings.
- Cultivating and retaining existing group sales relationships via renewal campaigns, sales calls, email, and written correspondence
- Developing pricing and packaging strategies to maximize sales revenues while delivering on patron expectations
- Growing and maintaining database of group sales patrons and prospects
- Tracking and reporting sales revenue in weekly/monthly sales reports and preparing monthly budget forecasts
- Coordinating with the Box Office and front of house staff to ensure order fulfillment and customer satisfaction

The ideal candidate:

- Understands and effectively communicates the mission of the company
- Has a true desire to be part of the Childsplay ensemble which is a community of motivated and invested professionals who work together to fulfill Childsplay's mission in an environment where creativity and participation are honored in all
- Works closely with members of the ensemble to develop effective sales strategies that are appropriate for Childsplay's target markets and constituencies
- Participates in shaping strategy
- Creates and completes projects on time and within budget constraints
- Ensures sales strategies are consistent with company strategies
- Stays current on all relevant sales and database technologies
- Manages and builds relationships with group sales patrons and ensemble members

The job requires that you have:

- Bachelor's degree with 3-5 years of sales experience and proven drive to meet and exceed sales goals
- Strong written and verbal skills
- Highly organized, excellent attention to detail and ability to prioritize and perform multiple tasks in an efficient manner

- Ability to think creatively and design new ways to grow our group sales contacts while maintaining existing relationships
- Your own car and a be willing to use it with appropriate reimbursements for mileage.
- A professional wardrobe
- Proficiency in Microsoft Office

You'll Be a Great Fit If:

- You conceive and execute fresh approaches to engage our community
- You are a chameleon – able to write and communicate in many voices, changing from one to another as quickly as you change from one project to another
- You play nice with others and can partner with both artists and administrators to ensure the sales message supports the concepts and strategy
- You can juggle lots of projects at one time
- You are almost annoyingly attentive to detail
- You're pro-active, self-starting and always thinking
- Your passion for the message pervades your sales work
- You're nice. Especially to the folks working with you.
- The only thing you know for certain is that you don't know it all and relish the prospect of being a part of a learning organization
- You love all things digital and are always looking for the next cool thing

Compensation and Benefits:

We offer a competitive salary based on industry standards (\$27-\$30,000) including an opportunity to increase compensation when sales goals are met. The position also includes an excellent benefits package. Childsplay has a casual office environment and unlimited opportunities to develop creative and ground breaking group sales strategies. No phone calls please. We will contact candidates whose skill sets, education and experience meet the requirements for the job. Childsplay is an equal opportunity employer and we value the diversity of our ensemble along with the community we serve. Due to our work in the schools and with young people, all serious candidates must submit to finger printing and a background criminal check.

Application:

Applicants must submit a cover letter, resume and the names, email addresses and phone numbers of three professional references. Cover letter and/or resume should clearly illustrate why you are the ideal candidate and how your prior knowledge and experience meets minimum qualifications and prepares you to take on the primary duties of this position. Resume should include employment in month/year format (e.g. 6/10-7/11), job title, job duties and employer name for each position.

DEADLINE: August 9, 2013.

Submit materials to:  
Steve Martin, Managing Director  
Childsplay, Inc.  
Campus for Imagination and Wonder  
900 S. Mitchell Dr.  
Tempe, AZ 85281

Email submissions can be made to [SMartin@childsplayaz.org](mailto:SMartin@childsplayaz.org). No FAX submissions.

Founded in 1977, Childsplay's mission is to create theatre so strikingly original in form, content or both, that it instills in young people an enduring awe, love and respect for the medium, thus preserving imagination and wonder, those hallmarks of childhood that are keys to the future. Public and student matinee performances are presented at the Tempe Center for the Arts in Tempe, Arizona. The ensemble based organization also presents performances on tour in schools and community centers throughout the state of Arizona and in major performing arts centers throughout the United States. Extensive education programs are offered through its academy at the Sybil B. Harrington Campus for Imagination and Wonder in Tempe, Arizona and through in-school residencies placing drama educators directly in the classroom.