



Job Title: Account Executive, Ticket Sales	Department: Ticket Sales
Reports To: Director, Ticket Sales	FLSA: Non-exempt

Purpose: The Portland Timbers are looking for a highly self-motivated Account Executive to join our Ticket Sales team. The ideal candidate is a self-starter, diligent with details, has a strong work ethic and is driven by meeting and exceeding aggressive sales objectives. We are looking for someone who is a team player with the ability to handle multiple assignments in a fast-paced environment. If you have a competitive nature and are not afraid of cold calls, this could be the job for you! The Account Executive, Ticket Sales position will report directly to the Director of Ticket Sales.

Essential Functions/ Major Responsibilities (in order of importance):

- Be responsible for sales of Portland Timbers, Portland Thorns FC and T2 inventory, including:
 - Full Season Tickets
 - Partial Season Plans
 - Group Ticket Packages
 - Corporate Hospitality
 - Team Events
- Generating sales through cold calling, networking, and appointment setting.
- Be an ambassador of the Timbers, Thorns FC and T2 brands throughout the Oregon and Southwest Washington community.
- Work with the sales staff to generate new leads and research new ways to sell tickets.
- Attend outside networking events to further the Timbers, Thorns FC and T2 brands and generate new leads.
- Meet and exceed established sales objectives.
- Participate in sales meetings.
- Learn and become functional in Salesforce/KORE CRM and SeatGeek (SRO) ticketing system
- Provide excellent customer service to all personal and sales staff accounts during the sales effort, as well as during the sales follow-through at the event.
- Make a required minimum of 60 outbound sales calls per day with the goal of maximizing all ticket revenue for all of our team's tickets.
- Will have in-game duties during all of our team's events and games.
- Develop and maintain good-working relationships, which will produce sales throughout the year.
- Work assigned sales, promotional and team events for developing new prospects and referral opportunities during games and outside normal business hours.
- Other duties as determined by the Vice President, Ticket Sales and Services or Director, Ticket Sales.

Positions Reporting: None



Requirements:

- Proficiency in Microsoft Office
- Excellent verbal and written communication skills
- High comfort level making cold calls
- Strong time management skills and attention to detail
- Knowledge of SeatGeek (SRO) and Salesforce systems
- Possess a competitive spirit
- Highly self-motivated
- Comfortable multi-tasking in a fast-paced environment

Education:

- High School Diploma required

Experience:

- 1-3 years corporate sales experience preferred. Sports industry a plus
- Outside sales experience in B2B

Compensation: Base salary plus draw against commission and bonuses

JOB DESCRIPTION ACKNOWLEDGEMENT FORM

I have received a copy of the job description for my position.

I have reviewed this job description and I understand all of my job duties and responsibilities. I am able to perform the essential functions as outlined. I understand that my job may change on a temporary or regular basis according to the needs of my department without it being specifically stated in the job description. If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate supervisor or the HR Manager.

I further understand that future performance evaluations and merit increases to my pay are based on my ability to perform the duties and responsibilities outlined in this job description to the satisfaction of my immediate supervisor.

I have discussed any questions I may have had about this job description prior to signing this form.

Employee's Name (please print) _____ Date _____

Employee's Signature _____