

Position Overview

As a **Business Development Executive**, you are responsible for the accumulation of revenue through ticket sales by acquiring and retaining new and current businesses. You will utilize provided resources to maintain a strong line of contact with business partners daily. You will strive to, at the minimum, meet ticket sale goals on a weekly, monthly, and yearly basis. You will be expected to work collaboratively with the Ticket Sales & Service department to uphold those goals.

Essential Duties and Responsibilities

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Responsible for generating new season ticket, group ticket, and single-game hospitality revenue
- Conduct telephone campaigns to acquire new business and generate incremental revenue
- Set appointments at both Target Field and external locations to generate new business
- Self-prospect and identify new business targets to generate incremental revenue
- Make a minimum of 50 or more outbound phone calls per day
- Assist customers in securing the preferred programs, seats, and events that best fit their needs
- Meet or exceed weekly, monthly, and yearly ticket sales goals
- Provide consistent and superior customer service in all dealings with existing and prospective customers
- Maintain accurate documentation of all correspondence, prospects, and feedback
- Adhere to the established CRM policies and procedures in performing all account creation, invoicing, payment, ticket-printing, and distribution functions
- Adhere to the established policies and procedures in utilizing CRM solution and any other technology-based tools
- Represent the Club in a positive and professional manner during home games and select events
- Cooperate in collecting and forwarding any premium seat, sponsorship, advertising, and team promotions leads to supervisor
- Work in conjunction with the entire Ticket Sales & Service team to uphold the mandates of the department regarding goals and objectives
- Maintain strong, cooperative inter/intra-departmental relationships
- Assist with game day operations as required
- Other related duties as required

Qualifications

Required Experience and Education:

- High School Diploma or GED Equivalent
- 1 year of related sales experience, including direct sales presentations and telephone sales

Preferred Experience and Education:

- Bachelor's Degree
- Familiarity with Pro Venue ticketing system and CRM system
- Sales experience in the sports industry

Essential Knowledge, Skills, and Abilities:

- Excellent oral and written communication, customer service, and problem-solving skills
- Excellent relationship building and people skills, with the ability to interact effectively with internal and external clients at all levels within the organization
- Proven ability to meet goals and work well with coworkers and supervisors in a team environment
- Strong organizational and time management skills
- Ability to function in fast-paced environment, handle multiple projects, and meet deadlines
- Proficient computer skills including experience with MS Office products such as Word, Excel, and Outlook
- While looking to succeed personally, you must be able and interested in supporting a team environment and adhering to the Ticket Sales & Service department's objectives, goals, and mandates
- Available to work flexible hours, including holidays, evenings, and weekends

Physical Requirements:

- Ability to lift items weighing as much as 50 pounds
- Must be able to work in a seated position for majority of work day
- Must be able to be productive utilizing a computer keyboard and telephone
- Must be able to be productive in a work environment where the noise level can be high at times
- Specific vision abilities include close vision and ability to adjust focus