

Account Executive (Athletics)	
Posting Number	req26444
Department	Administration and Athletics
Department Website Link	arizonawildcats.com
Location	Tucson Campus
Address	1 National Championship Drive, Tucson, AZ 85721 USA
Position Highlights	<p>The Athletics Department is dedicated to excellence in collegiate sports, building a modern model of intercollegiate athletics fostering integrity, innovation, and student-athlete success.</p> <p>The University of Arizona Athletics Department invites applications for the position of Account Executive (Athletics Professional II, Ticket Sales and Operations). The successful candidate will be highly motivated, a self-starter, organized, and results-oriented. The Account Executive drives ticket revenue for Arizona Athletics through sales, renewals, lead generation, and game-day ticket service support.</p> <p>This position requires the ability to work a flexible schedule, including nights, weekends, and travel as needed. Visa sponsorship is not available for this position.</p> <p><i>Outstanding UA benefits include health, dental, and vision insurance plans; life insurance and disability programs; paid vacation, sick leave, and holidays; UA/ASU/NAU tuition reduction for the employee and qualified family members;</i></p>

retirement plans; access to UA recreation and cultural activities; and more!

The University of Arizona has been recognized for our innovative work-life programs. For more information about working at the University of Arizona and relocation services, please [click here](#).

Duties & Responsibilities

- Maximize ticket revenue by increasing paid attendance for Arizona's admission-charging sports. Make a minimum of 60 activities per day.
- Responsible for a specific book of business to renew (basketball and football) season tickets.
- Develop new leads through database management and prospecting.
- Responsible for new ticket sales growth, including season tickets, mini plans, and group tickets for all ticketed sports.
- Selling season and mini plan packages for all admission charging sports.
- Selling group ticket packages and programs for all sports.
- Responsible for growing the overall spend of their renewal accounts.
- Selling season and mini plan packages for all admission charging sports.
- Selling group ticket packages and programs for all admission charging sports.
- Work with marketing to coordinate advertising and ticket promotions for designated sports.
- Work all home games as needed, performing various ticket sales and service duties, fulfilling events, servicing groups, and prospecting new sales throughout the game.

- Attend networking events to develop and secure new leads for season and group ticket packages.
- Budget accountability.
- Additional duties as assigned.

Knowledge, Skills and Abilities

- Effective written and verbal communication skills.
- Self-motivated and results-oriented, with a professional demeanor.
- Demonstrated organizational skills, including the ability to plan, establish priorities and successfully manage multiple priority projects.
- Demonstrated ability to develop and maintain positive interpersonal relations.
- Demonstrated ability to communicate effectively with individuals at all organizational levels, and project a positive, professional attitude.
- Knowledge of department-related NCAA and Big 12 rules and compliance.
- Ability to problem solve and make decisions.
- Ability to multi-task with frequent interruptions.
- Ability to initiate, lead, and support value-added projects.
- Proficient in Microsoft Word and Excel.

This job posting reflects the general nature and level of work expected of the selected candidate(s). It is not intended to be an exhaustive list of all duties and responsibilities. The institution reserves

	<i>the right to amend or update this description as organizational priorities and institutional needs evolve.</i>
Minimum Qualifications	<ul style="list-style-type: none"> • Bachelor's degree or equivalent advanced learning attained through professional level experience required. • Minimum of three (3) years of relevant work experience, or equivalent combination of education and work experience
Preferred Qualifications	<ul style="list-style-type: none"> • One (1) year of direct sales experience, preferably in sports sales. • Experience working in college athletics or a sports marketing organization. • Working knowledge of Paciolan and CRM programs.
FLSA	Exempt
Full Time/Part Time	Full Time
Number of Hours Worked per Week	40 + nights and weekends
Job FTE	1,0
Work Calendar	Fiscal
Job Category	Athletics
Benefits Eligible	Yes - Full Benefits
Rate of Pay	DOE
Compensation Type	salary at 1.0 full-time equivalency (FTE)
Grade	5

Compensation Guidance	<p>The Rate of Pay Field represents the University of Arizona’s good faith and reasonable estimate of the range of possible compensation at the time of posting. The University considers several factors when extending an offer, including but not limited to, the role and associated responsibilities, a candidate’s work experience, education/training, key skills, and internal equity.</p> <p>The Grade Range represent a full range of career compensation growth over time. The university offers compensation growth opportunities within its career architecture. To learn more about compensation, please review our Applicant Compensation Guide and our Total Rewards Calculator.</p>
Career Stream and Level	PC2
Job Family	Events Mgmt, Athletics
Job Function	Athletics
Type of criminal background check required:	Name-based criminal background check (non-security sensitive)
Number of Vacancies	1
Target Hire Date	
Expected End Date	
Contact Information for Candidates	Michael Cassidy Assistant Athletic Director, Ticket Sales & Data Strategy cassidy4@arizona.edu
Open Date	7/6/2026
Open Until Filled	Yes

Documents Needed to Apply	Resume, Cover Letter, and One Additional Document
Special Instructions to Applicant	<p>Please submit Resume, Cover Letter, and the answers to the following questions as the Additional Document. Thank You.</p> <p>1. Describe your knowledge and understanding of NCAA and Big 12 rules and regulations, as they pertain to recruitment and regulations?</p> <p>2. Please list below any experience you have had since 2015 with high school or college student-athletes. This includes working or volunteering in any capacity with a high school, AAU, sports club, junior college or 4-year institution student-athlete, athletics team or department.</p> <p>3. Applicants for this position are subject to the following NCAA Bylaws 11.4.2, 11.4.2.1, 11.4.2.2, 11.4.3, 11.4.3.1, 11.4.3.2, 11.4.4, 11.4.4.1, and 11.4.4.2. You may be asked about these Bylaws in an interview, and you may be asked to sign a future affirmation confirming the same prior to or upon your employment by The University of Arizona, if you are selected for employment. Do you understand that by submitting your application for employment, you are affirming that you have read these Bylaws, and that such Bylaws would not preclude your employment by The University of Arizona?</p> <p>4. Are you the parent, coach, relative or guardian of a prospective student-athlete (i.e., student in 9-12 grade or 7-12 grade for men's basketball or junior college student) in the sport of men's basketball, women's basketball or football or have any other type of association with any prospective</p>

student-athlete in the sports of men's basketball, women's basketball or football? If yes, please explain.

5. Is your potential employment within the athletic department conditioned upon the enrollment of any prospective student-athlete (i.e., student in 9-12 grade, 7-12 grade for men's basketball or junior college) in the sport of men's basketball, women's basketball or football? If Yes, please explain.

6. Do you understand that failure to disclose any information related to your affiliation with a prospective student-athlete (student in 9-12 grade, 7-12 grade for men's basketball or junior college) in the sports of football, men's basketball, or women's basketball might render your application ineligible for consideration?

Notice of Availability of the Annual Security and Fire Safety Report

In compliance with the Jeanne Clery Campus Safety Act (Clery Act), each year the University of Arizona releases an [Annual Security Report \(ASR\)](#) for each of the University's campuses. These reports disclose information including Clery crime statistics for the previous three calendar years and policies, procedures, and programs the University uses to keep students and employees safe, including how to report crimes or other emergencies and resources for crime victims. As a campus with residential housing facilities, the Main Campus ASR also includes a combined Annual Fire Safety report with information on fire statistics and fire safety systems, policies, and procedures. Paper copies of the Reports can be obtained by contacting the University Compliance Office at cleryact@arizona.edu.

