



Job Title: Sales Manager
FLSA Status: Non-Exempt
Reports To: Director of Sales and Marketing
Salary Range: Negotiable based on experience; base + commission
Updated On:

Summary: This position requires a professional with proven sales and leadership ability with a successful record of executing the growing core program areas of an organization. In this contract role, you will work with the Director of Sales and Marketing on planning and directing the revenue activities through exhibit sales, sponsorship, educational, and general support opportunities within the audio industry. We are searching for a proactive innovator capable of capitalizing on new revenue channels while building strong relationships throughout the pro audio community.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Supports the Director of Sales & Marketing on the strategic direction of sales opportunities, both new and established, spanning all parts of the AES business model (events, publications, membership, etc.).
- Develops leads and monitors revenue targets and sales goals for AES.
- Supports various AES staff and volunteer leaders on funding opportunities and potential business development opportunities.
- Meets with industry representatives to discuss products, industry trends, goals, and objectives.

Competencies:

To perform the job successfully, an individual should demonstrate the following competencies:

Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.

Customer Service - Manages difficult or emotional customer situations; Responds promptly to customer needs; Solicits customer feedback to improve service; Responds to requests for service and assistance; Meets commitments.

Oral and Written Communication – Speaks and writes clearly, informatively, and persuasively in positive or negative situations; Listens and gets clarification; Responds well to questions; Varies writing style to meet needs; Presents numerical data effectively; Demonstrates group presentation skills; Participates in meetings.

Adaptability - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.

Initiative - Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Takes independent actions and calculated risks; Looks for and takes advantage of opportunities; Asks for and offers help when needed.

Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

Qualifications:

- 5+ years in sales leadership experience with a successful record of revenue generation, preferably in non-profit and/or audio and/or broadcast industry
- Ability to form partnerships with the audio and/or broadcast industries and other key constituencies.
- Ability to travel when required, including internationally (post-COVID).

As a contract position, AES expects that you will be able to work from a home office with your own computer and other office equipment.

Education/Experience:

Associate's degree (A. A.) or equivalent from two-year college or technical school (preferred); and
5 years' related experience and/or training; or
Equivalent combination of education and experience.

Language Ability:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Reasoning Ability:

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Computer Skills:

To perform this job successfully, an individual should have knowledge of Word Processing software; Spreadsheet software; Internet software; Order processing systems and Contact Management systems.

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must regularly lift and /or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include Close vision, Distance vision and Depth perception. While performing the duties of this Job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms and stoop, kneel, crouch, or crawl.

To Apply:

If you are interested in applying, please send a cover letter and your resume to jobs@aes.org – your subject line should reference this position. Your cover letter must include a salary range requirement.