



Job Specification: Event Sales Portfolio Manager

What are we looking for?

Oxford Global is seeking a Senior Event Sales Portfolio Manager/ Event Sales Portfolio Manager (DOE) to contribute to the continued growth of the company and the event portfolio. The Portfolio Manager will work closely with our Portfolio Director to grow sponsorship sales across all Oxford Global events and to maximise the effectiveness of their portfolio.

The successful candidate will take ownership for the sales campaigns over a number of our events. There is also opportunity for progression to team leadership. We are looking for a self-motivated enthusiastic individual who is results driven & client orientated, with proven success in B2B Sales.

Responsibilities:

- Personal responsibility for sales across 3-4 events a year, with a monthly target of 25k for first year within the role
- Demonstrate strong pipeline management & forecasting abilities, delivering regular performance reports to the Portfolio Director
- Grow and develop new business opportunities & maximise account development
- Assist in new event launches and growth of existing events
- Train and recruit new team members when required
- Oversee 'sponsor experience' at events
- Potential progression to leadership role - train, mentor and coach a sales team working on your events
- Report directly to Portfolio Director

Desired Skills & Experience

- A minimum of 4 years B2B experience
- Proficiency in new business/lead generation and account management
- Adaptability in a fast-paced environment, and the energy and drive to achieve sales targets
- Strong interpersonal communication & presentation skills
- Experience of managing a pipeline and using CRM tools
- Proven ability to consistently hit personal sales targets

What you'll receive;

- Competitive salary £27k to £35k (depending upon experience) OTE £50k+
- Uncapped Commission on sales
- Clear Progression & development plan
- Opportunity for National & International travel

To the right candidate we provide excellent remuneration, training, benefits and a long-term career plan. Staff are also provided with annual appraisals, mental health support during our Time to Talk days and annual staff awards to recognise achievements. Additional benefits include - gym membership, flexible/home working opportunities, regular social events, increment of holiday during employment.

Interested in joining the team? Email your CV and cover letter to careers@oxfordglobal.co.uk