

Buffalo Philharmonic Orchestra
Subscription Sales Representative

JOB SUMMARY:

"Go-getters" with positive personalities are needed to sell season subscriptions for the Buffalo Philharmonic Orchestra. As a part-time Subscription Sales Representative, you will use your ability to connect with prospective patrons by asking questions to determine their needs. The ideal candidate is highly driven and self-motivated with a strong desire to succeed. Previous sales experience is helpful, but not required. Paid training and continuous coaching is provided. This is a fun opportunity to make extra money and get involved in the arts while enjoying "perks" such as complimentary concert tickets and performance based bonuses.

PRIMARY RESPONSIBILITIES:

- Conduct outbound calls to BPO patrons and sell ticket packages
- Increase revenues through cross-selling, up-selling, and referrals
- Meet or exceed weekly sales goals
- Provide superior customer service
- Be available for occasional concert duty for 3 hours on weekends at Kleinhans lobby sales table and some off-site concerts

MINIMUM REQUIREMENTS:

- High school diploma
- Articulate with excellent oral communication skills
- Computer proficiency
- Neat appearance and professional demeanor
- Flexible schedule with ability to work evenings and Saturday
- Must work a minimum of 16-20 hours per week
- Quick witted and able to remain focused and composed under pressure
- Able to work independently or with a team
- Very reliable with a strong work ethic and high integrity

PREFERRED QUALIFICATIONS:

- Previous sales or fundraising experience, preferably on telephone
- Knowledge of and interest in classical music helpful, but not required

SHIFT HOURS:

- Monday - Thursday, 5:00 - 9:00 pm--- Saturday, 9:00 am - 1:00 pm
- Shifts may vary or change depending on campaign needs.
- An average of 2 concerts per month, depending on concert schedule.