

POSITION DESCRIPTION

Sales Officer

Location	Flexible location
Department	Business Development Team
Classification	Private Sector Clerks Award
Remuneration	Commission only position
Hours	Fixed term contract November 2022-June 2023, minimum hours 10 hours/week
Term	1 November 2022-30 June 2023
Direct Employer	GetAboutAble Pty Ltd

WHO IS GETABOUTABLE

GetAboutAble Pty Ltd is a Canberra-based social enterprise that empowers people with mobility, hearing, vision, and other accessibility needs to experience mainstream travel & leisure activities. GetAboutAble's objective is to inspire people with accessibility needs to get out and about by making it easy to find information about accessible activities through its website [getaboutable.com](https://www.getaboutable.com), and to help the travel & leisure sector be more inclusive for people with disability.

All staff in GetAboutAble work collaboratively as part of a multidisciplinary team to ensure premium quality service delivery. To find out more about GetAboutAble visit www.getaboutable.com

GetAboutAble expects that at all times employees and contractors will:

- Be eligible to work in Australia
 - Be respectful towards the organisation, colleagues, clients and the general public
 - Support GetAboutAble's vision and objectives and demonstrate the values of GetAboutAble
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POSITION SUMMARY

This role will

- Lead growth of sponsorship arrangements and ticket sales for all GetAboutAble events (annual conference, regular webinars, new events)
- Generate sales leads for GetAboutAble consulting services

To be successful in this role you will be an outgoing person, confident with initiating and sustaining commercial relationships with tourism enterprises of all sizes and government customers. You will bring a creative, can-do attitude to the role and will be motivated to deliver on ambitious sales targets that contribute to consolidation and growth of GetAboutAble.

This role provides an opportunity for someone who is keen to contribute their sales skills to a growing social enterprise operating to create positive change in the travel leisure and tourism market for people with disability, their families and friends.

GetAboutAble strongly encourages people with disability to apply for this role.

HOW TO APPLY

Please send your CV and a statement addressing the selection criteria for the role to contact@getaboutable.com. Applications will be assessed as received.

SELECTION CRITERIA

Qualifications

Essential

- Sales, marketing or business development qualifications

Experience

Essential

- Strong understanding of disability, accessibility and inclusion issues (a lived experience is highly desirable, but not essential)
- In-depth knowledge of commercial relationship management
- Highly developed sales skills and a proven track record in converting sales lead into commercially valuable relationships in a small business environment

- Highly developed market knowledge, outreach and engagement skills

Desirable

- Experience working with a social enterprise
- Strong understanding of the travel, leisure and tourism market

Knowledge and Skills

Essential

- Exceptional ability to generate sales leads and form long lasting sponsorship and sales relationships
- Demonstrated understanding of the challenges and experiences of people from diverse backgrounds including people with disability
- Highly developed verbal and written communication skills
- Ability to create and execute a sales strategy according to guidance from managers and GetAboutAble procedures
- Ability to organise and implement sales and marketing activities within an allocated budget
- Data literate, able to review, assess and make recommendations based on analytics
- Excellent organisational and time management skills with the ability to prioritise and manage multiple work tasks and deliver to agreed deadline

Desirable

- Experience in generating sponsorships for tourism industry conferences and other events
- Experience in generating leads for consulting services in the tourism industry

Personal Attributes

- High levels of professionalism and ability to represent the brand
- Collaborative and flexible approach
- Ability to think creatively and develop innovative solutions to problems
- Excellent attention to detail and takes pride in quality of work
- Ability to work independently, be a self-starter and a reliable completer of tasks, while also being a positive influence and contributor to a team