

**Professional Sales Job Description for
Senior Director of Baseball, Softball, and Volleyball Factory Under Armour National
Tryouts and PREP Programs**

Classification: Non-exempt

Full-time: Monday through Friday (some weekend work when needed)

Earnings: Commission against Draw

Reports to: Senior Vice President of Player Development

Date: November 18, 2016

*Interested candidates, please send cover letter and resume to: Brittany Wilson
(bwilson@factoryathletics.com)*

Summary/Objective

To close sales and meet defined monthly sales goals and ensure customer satisfaction.

Essential Job Functions

- Excellent listener with the ability to determine customer's requirements and expectations. Answer all customer questions.
- Strong verbal/written communication skills to work with customers and close sales.
- The ability to make cold calls and meet Sales goals.

Job Responsibilities

- Achieve monthly, quarterly, annual sales goals.
- Make 200 outbound calls a week minimum.
 - 10 hours minimum of phone work each week.
 - Respond to all voice messages/emails within one business day.
- Contact every high school coach or legion coach assigned to you to get nominations.
 - Call schools.
 - Obtain the direct telephone of high school coaches and call.
 - Follow-up with an email to coaches.
 - Each coach may need to be contacted several times.
 - Enter all communication and attempted contact in Salesforce.
 - Send thank you note or call every coach that nominates players the same day they nominate.
- Contact all nominated players sell PREP, Try Outs+, or Try Out
 - Hand written letter to each player.
 - Call every nominated player.
 - Email player to compliment the phone call
 - Each nominated player needs to be contacted several times.

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- Create opportunities (quotes) in Salesforce for every nominated player.

- Contact all internet registrations assigned to you
 - Sell PREP, Interactive Video Program (IVP), or Try Outs+ to appropriate players.
 - Confirm registration.
- Alternative Lead Generation
 - Player recommendations.
 - Lists from other showcases.
 - Under Armour Tournaments and other similar type of events.

Administrative Job Functions

- Assist Finance Department in collections of delinquent accounts.
- Provide customer service/answer questions for customers.
- Assist the Operations department when needed with contacting families for rescheduled events.
- Answer office phones and answer customer questions or direct to the appropriate staff
- Review refund policy/answer questions on refund policy to customers

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies to help them perform the essential functions of this position.

- Builds Relationships—Approachable demeanor. Maintains positive relationships even under difficult circumstances. Has an infectious enthusiasm for Factory Athletics that influences others.
- Communication—Dynamic and energetic communicator. Ability to communicate in an honest and straightforward manner.
- Integrity—Is authentic. Acts in a responsible and ethical manner consistent with company values and within Factory Athletics code of business conduct.
- Drives Results—Works at full capacity to achieve goals. Follows through to ensure successful completion. Consistently seeks to be best in class and maintain a cutting edge.
- Adaptability—the individual adapts to changes in the work environment, manages competing demands and is able to deal with frequent change, delays or unexpected events.

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- Judgment—Make sound decisions; base decisions on fact rather than emotions, analyzes problems skillfully; uses logic to reach decisions.
- Dependability—the individual is consistently at work and on time, follows instructions, responds to management direction and solicits feedback to improve performance.
- Confidentiality—Maintains the highest standards of confidentiality with all records, including organizational and individual information.
- Values Diversity—Respects, welcomes, and works well with people with diverse skills, styles, perspectives and backgrounds.
- Quality control—the individual demonstrates accuracy and thoroughness, monitors own work to ensure quality and applies feedback to improve performance.
- Flexibility—The ability and flexibility to work effectively in an organization environment that is rapidly growing and changing.
- Initiative— Use in taking the first steps or act without being urged to complete projects and/or work.
- Problem solving—the individual identifies and resolves problems in a timely manner, gathers data and establishes facts and analyzes information skillfully. Draws valid conclusions.
- Planning/organizing—the individual is detail oriented, prioritizes and plans work activities and uses time efficiently.
- Safety and security—the individual observes safety and security procedures and uses equipment and materials properly.

Experience

- One year of inside sales experience or customer service.
- Sports Industry.
- Working knowledge of Microsoft Products.
- Salesforce or similar software.

Educational Background Required

- Bachelor's degree in business/marketing/education/sports or related field; Associate of Arts degree in business/marketing/education/sports or related field; and/or two to three years of progressive sales experience.