



**Job Title:** Sales Manager  
**Position type:** Part-time  
**Location:** Revelstoke  
**Wage:** \$20hr  
**Hours:** 10-15 hrs/week

### Overview:

Your role as the Stoke FM Radio Society Sales Manager is pivotal in driving revenue through advertising sales, sponsorships, and partnerships, aligning with our community-focused mission of supporting Revelstoke. The Sales Manager leverages strategic sales efforts to generate revenue while maintaining our station's commitment to the community. This position can be based remotely, however, developing community relationships, and a strong understanding of Revelstoke's economy is required.

### Key Responsibilities:

1. Develop and Implement Sales Strategies:
  - Identify and target potential advertisers and sponsors relevant to our audience.
  - Create diverse sales packages for different client types.
  - Develop new products to sell and measure success for future campaigns.
2. Build and Maintain Client Relationships:
  - Manage client interactions and track progress.
  - Ensure consistent, high-quality service and follow-up.
3. Manage Sales Operations:
  - Coordinate with the programming team for ad placements.
  - Oversee the production and quality of advertising content. Writing, recording and editing of advertisements.
4. Monitor and Report on Sales Performance:
  - Track sales progress against goals.
  - Provide monthly sales activity reports to the board and an annual financial report.

### Skills and Qualifications:

- Proficiency in sales and customer relationship management.
- Strong communication and interpersonal skills.
- Knowledge of the local community and market dynamics.
- Creativity and Innovation in Ad creation and sales tactics.

Email resume and cover letter to [info@stokefm.com](mailto:info@stokefm.com) - chosen applicants will be contacted.