



BOISE CONVENTION & VISITORS BUREAU

A DIVISION OF THE BOISE METRO CHAMBER OF COMMERCE

Position: Group Sales Manager, Eastern Region *(remote position located on the East Coast)*

The Boise Convention & Visitors Bureau, a division of the Boise Metro Chamber, is currently seeking a Group Sales Manager, Eastern Region. This will be a remote position located on the East Coast (DC/VA/MD area) responsible for bringing meeting, convention and association business to the Boise, Idaho, area.

We are looking for a motivated person who can source and analyze qualified leads for group business from the first contact through appointments, site inspections and bookings.

Ideal candidate has the ability to effectively perform in a fast-paced, results-oriented work environment assuming personal ownership and accountability for projects, goals and outcomes. Must have excellent interpersonal communication skills and the ability to effectively develop and maintain strong working relationships across all age groups and organizational levels. Also requires strong planning, organization and project management skills with the initiative and ability to manage multiple projects simultaneously. This position requires a valid driver's license and ability to travel within the DC Metro area. Some out-of-the-area travel required, including traveling to Boise, Idaho, on an as-needed basis, minimum of 3-4 times per year. Ability to work varying hours as evening, early morning and weekend time will be required. Bachelor's degree and/or a minimum of four years of professional work experience.

Salary DOE

Generous benefits package including medical and dental insurance and 401K

To Apply

Forward cover letter, completed application, resume, and references to:

dhackler@boisechamber.org or fax to: 208-472-5201

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