



# Example of Manager, Sports Job Description

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Our innovative and growing company is searching for experienced candidates for the position of manager, sports. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for manager, sports

- Estimate and manage budget for assigned brand comms projects
- Manage and develop a growing team, comprised of project architects, interior designers, job captains and graphic designers
- Provide day-to-day support of the Sports Group sales team through the development of digital media plans and PowerPoint presentations for advertising proposals to include display, video, mobile and tablet
- Work closely with Client Marketing on custom programs, both digital only and integrated with print
- Relay market knowledge and client expertise to influence internal stakeholders with the intent of securing ACTIVE's position as a leader in the Endurance sports software market
- Handle advertising pricing requests for unique ad units, including developing an understanding of print and digital ad revenue pricing and the print production process
- Assist budget owners and deal leads in tracking advertiser performance versus budget and contract incentive benchmarks on a bi-weekly or monthly basis
- Develop corporate advertiser rate cards and Partner with the Ad Records and Credit & Collections teams to manage accurate billing, provide guidance on rate adjustments and assist in payment collection
- Ensure the store associates follow company sales and selling standards and provide good customer service
- Provide guidance and assist with customer inquiries and complaints

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- Familiarity with rental and retail POS systems - highly preferred
  - 3-5 years in a broadcast operations environment
  - Practical experience in scheduling operations and established knowledge of national sports technical freelance staff
  - Experience in working in ScheduAll is highly desired
  - Must have solid computer experience and comfortable with one on one negotiating
  - Problem solving and interpersonal skills important