



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OPEN POSITION ANNOUNCEMENT

Join the Y and help us to Transform Lives!

Our mission and core values are brought to life by our culture. It's who we are, who we aspire to be and how we show up every day. **We are cause-driven.** We don't just show up, we show up with purpose. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

Now Hiring:

Membership Sales Coordinator (FT+PT)

Position Summary:

Under the direction of the Membership Director, and in the accordance with the policies of the YMCA of Metropolitan Milwaukee, the Membership Sales Coordinator will be responsible for membership sales growth through onsite facilitation and management of inside and outside sales. The Membership Sales Coordinator will be the first point of contact for prospect, maintain thorough and accurate prospect records, and work closely with Membership Director and Senior Director of Membership to ensure positive member engagement.

Wage:

(Wages based on experience)

Location(s):

Northside YMCA

Hours:

Hours Vary

Responsibilities:

- Meet and exceed monthly and annual membership sales
- Demonstrate consistent excellence in sales presentations, closing techniques, telephone and in-person service, and prospective member engagement.
- Manage prospects through leads, inside and offsite presentations, walk-ups, no joins, phone inquiries, referrals, guest passes, terminations, and prospects from campaigns.
- Adhere to systems that ensure consistent prospect and new member tracking and follow-up procedures.
- Work with Program Directors to advocate for program enrollment at the time of sale.
- Stay abreast of program offerings.
- Assist in the planning and execution of special events and services such as health fairs, open houses, media events, membership drives and the Annual campaign.
- Collaborate with Sales and Service staff to ensure the seamless transition from prospect to fully engaged member.
- Role Model strong fiscal stewardship.
- Accountable to the Sales Director for execution of policies and procedures of the Branch and the Association.
- Be committed to the YMCA of Metropolitan Milwaukee's Child Abuse/Neglect Prevention efforts as a mandatory reporter.
- All other duties as assigned by Membership Director

The Y is the nation's leading nonprofit committed to strengthening communities through youth development, healthy living and social responsibility

**Equal Opportunity Employer
THE YMCA WELCOMES A
DIVERSE WORKFORCE**

EDUCATION and or EXPERIENCE:

Bachelor's degree or equivalent education/experience preferred. Must possess a minimum 2 years of sales and marketing experience preferably in a membership setting. Must have a proven track record of selling a product/service and meeting or exceeding sales goals. Must demonstrate the ability to establish and maintain favorable relationships.

Skills and Abilities:

- Proven ability to have initiative, good judgment and ability to make decisions independently but to also consult leadership with questions and concerns.
- A high level of written and verbal communication skills including in-person and on the phone, negotiation, client presentation skills
- Proven track record of meeting or exceeding sales goals
- Competent computer skills; Windows environment
- CPR Certification (within one month of hire)
- The ability to create a dynamic, energized sales environment outside and inside of Branch locations
- Ability to travel to onsite sign-ups during the course of a workday

Benefits: *(Benefits based on employment type)*

- 12% Fully Paid Retirement Plan (following 2 year vesting period)
- 403b Retirement Savings Plan
- Comprehensive Health/Dental/Life Insurance
- Supplemental Insurance Options
- Free Individual Membership or Household Membership to all YMCA Locations
- Discounted YMCA Programs
- Discounted YMCA Child Care
- Discounted YMCA Camp

Deadline: **October 25,2019**

Apply Online: <http://apply.ymcamke.org>