



Job Description – Business Development Manager

About Chilled Agency

We are a full-service creative agency with an experienced, hardworking, fun and loyal team – there's never a dull day in the Chilled office. Everyone working for Chilled is truly engrossed and passionate about each project we deliver. There's nothing we don't all get involved with, from ideation, H&S, client meetings to working on the ground on live events.

- We deliver creative, visually impactful and slick event concepts, and most importantly all of the projects we deliver have soul.
- We are a small team of 8 in the stages of expanding and we are eager to find a Business Development Manager to support our Client Relations Manager in identifying new business opportunities.
- Our work speaks for itself, we have been Chilled for 15 years and our sales have always been very organic through great relationships, great results and client recommendations. The next step is bringing in the right support team to sell our services and grow the pipeline, in turn grow the agency.
- The services we sell are completely bespoke, no packages, no repeats and brand-new concepts. We respond to client briefs with creativity, open minds and bold ideas.
- Our client base consists of real estate, corporates, BIDS, retail developers and brands and your role is to support our Sales team in opening us up to new and exciting markets. We're interested in the tech space and more brand work but we're keen to take your lead on areas you may find interesting or have a passion to delve into.

The Role

The focus of this role is on the outcomes. This is a sales role predominantly, and you will work closely with our Client Relations Manager, supporting with research, and knocking on the right doors. This role is mostly remote, and our sales team are in The Midlands so it would be beneficial for you to have the ability to attend regular team meetings and have collaborative working days with our Client Relations Manager. Our HQ is in Leeds and we would love to see you in our office once a month for a team day.

Key Responsibilities

- Building and nurturing relationships with clients
- Provide solutions, quotations and proposals to clients when required
- Research and seek out new business opportunities
- Attend networking events to represent the business
- Support the Client Relations Manager to build and deliver sales campaigns
- Manage own sales pipeline
- Actively contribute towards the sales targets for the business



Our Ethos

We are fearless. We look to break records and boundaries with our work, Chilled is an exciting place to be for both our colleagues and our customers.

We are ethical. We are mindful and everything we do has a positive impact on our planet and those we share this world with, from diversity and inclusion, kindness and creating opportunities.

We are authentic. We're straight shooters, we tell it like it is and our team and clients love our straightforward and honest approach.

We deliver excellence. You'll be part of an award-winning team who know their shit.

We are influential. Our work stands out from a crowd and we're a small agency on the cusp of growth. It's right time to join if you're ready to put the effort in, grow and make moves in your career.

We are reliable. You can count on us, every time.

Experience

- **Sales experience** because you'll be using this to sell event concepts to new clients who may not have considered using a creative agency before.
- You need to have **previous experience in creative events** as you will be selling new and different concepts not a single out of the box solution.
- You need to be **self-motivated** as the role is mostly remote – we're always at the end of the phone but it's important you feel empowered to work alone set the pace of your work own day.
- Ideal but not necessary - an **understanding of activations and placemaking events**.

Why Chilled Agency?

- We're committed to your personal and professional development.
- You can see it in our values but we're mindful, and we genuinely care.
- We have great retention, most of our team have been with us for over 10 years and this speaks for itself.
- Our clients love us, and we deliver some cool and innovative projects, great for your own experience and portfolio.