



INSPIRE  
ARTS &  
MUSIC



## Job Description

### Part time Sales for Great East Music Festivals

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The Great East Music Festivals is a nonprofit company that provides music educators and students the opportunity to perform in a festival environment before a highly qualified panel of adjudicators. Currently, the festival series takes place predominantly in May and early June in New England. Annually over 400 groups, totaling an average of 16,000 students participate in the Great East Music Festivals. Organizationally, the strategic plan is to grow the footprint geographically with 2018 festival dates in **MA, NY, FL, VA, SC and TX.**

These sales positions will report to the Executive Director/COO of Inspire Arts and Music. To outline the responsibilities and scope of employment, here is a macro level overview, employment subject to all state and federal employments laws, and guidelines established by Inspire Arts & Music, Inc.

#### Responsibilities:

- Will report to Director of GEMF/ED of Inspire relative to retention of GEMF clients and strategic growth initiatives
- Will implement marketing plan around retention; marketing plan around strategic growth that will support the sales initiatives of GEMF
- Will produce and track project plan relative to ongoing tasks and implementation of growth plan
- Will work within a shared document and make notes/updates in real time, and will attend one weekly webex call
- Some travel may be required

#### Qualifications:

- Applicant must be well organized, knowledgeable and well versed in music education and GEMF or like festival offerings
- High level communication skills
- Computer literate, comfortable with google, dropbox
- Music education, marching arts/pageantry background necessary
- Bachelor's degree preferred

Job Location: remote

Compensation: negotiable

*Inspire Arts & Music is a 501(c)3 nonprofit, and an equal opportunity employer*