

## True North Sports + Entertainment is looking for an organized and service-oriented individual to join our team.

The **Manager, Partnership Services** is a primary contact for corporate partners and will provide exemplary customer service, ensuring all elements of sponsorship agreements are thoroughly executed.

### What to be excited for in this role:

- Manage the execution of all aspects of a partnership agreement including: branding, promotional activities and events (internal and external).
- Coordinate/monitor all production material related to the corporate partnership.
- Coordinate all contracted partnership game production elements.
- Participate in development of promotions and/or activations for corporate partners.
- Participate in evaluating the success of partnership components.
- Communicate with internal Event Management team to coordinate all sponsor use of the TNSE facilities (ice, room functions, concourse displays, deliveries etc.), as required.
- Provide suggestions and recommendations for events/programming aligned with overall corporate priorities.

### What we need from you:

- Post Secondary Education (Business Administration, B. Comm, or related field).
- Minimum 2-3 years experience in sales/customer service role.
- Results driven with the ability to set goals and deliver on priorities.
- Superior attention to detail and excellent personal organization.
- Strong customer service skills with ability to ensure excellent customer service for both internal and external clients.
- Excellent written and oral communication.
- Very strong organizational skills to stay on task and effectively manage competing demands towards successful and timely completion of projects.
- Strong computer skills with proficiency in Microsoft Office and Microsoft Excel.
- Working knowledge of the corporate sponsorship/branding/marketing industry.
- Ability to problem solve quickly.
- Passionate about the sports and entertainment industry.
- Have access to a vehicle.
- Will adjust schedule as needed to meet department demands, work goals and time constraints, including working nights, weekends, and holidays as hockey and event schedule directs.

*To apply for this position please email your resume and cover letter, including wage expectations (in PDF format as one document) to [hr@tnse.com](mailto:hr@tnse.com). Please include **Manager, Partnership Services** in the subject line.*

*Closing date: Sunday August 12, 2018*