

Business Development Executive (Contemporary Music, Performing Arts & Creative Digital Media)

Salary c. £25,000pa and excellent benefits

Full Time

At RSL, we are committed to providing the best, most industry relevant qualifications for tomorrow's creative professionals. If you are passionate about the industry, join us in expanding the growing network of amazing schools and colleges that offer our ground breaking vocational qualifications. You'll learn on the job from experienced Business Developers in a modern, fast-paced and forward thinking organisation where people are our priority. We are dedicated to delivering qualifications that lead to real jobs in this highly competitive industry.

RSL Awards Ltd

RSL is a leading International Music, Performing Arts and Creative Digital Media awarding organisation. Based in SW London we operate in 50 countries around the world organising, assessing and certificating 80,000 music, performing arts and creative digital media exams and vocational qualifications annually. These are supported by over 180 books in print, both online and in hardcopy format.

The Role

Working both with the Business Development Manager and on your own projects, you will conduct research on potential growth areas, build relationships with prospective customers and secure new business for RSL. You will develop an expertise in the qualifications marketplace, the policies governing this marketplace and the regulatory framework within which RSL's portfolio sits. This is a role which will require working outside of normal office

hours on occasion, including at weekends, and there will be some UK-wide travel and potential for some international travel.

Key duties and responsibilities:

- Researching, identifying and prospecting leads
- Contacting and building relationships with potential customers
- Promoting the delivery of RSL vocational qualifications in schools and colleges
- Managing enquiries and follow up communications to customers
- Developing and administrating a business development database with a CRM system
- Producing promotional materials in conjunction with the marketing team
- Building and maintaining a knowledge of the UK qualifications system
- Working with the Business Development Manager on joint initiatives
- Attending meetings/trade shows as required (some weekend working)

You will have:

- A degree level education
- Commercial awareness
- Strong networking and excellent interpersonal skills
- Ability to establish, develop and maintain long lasting business relationships
- Willingness/ability to travel
- Experience of using a CRM system would be advantageous but is not essential

Personal Characteristics:

- Well presented, hardworking, tenacious and persistent
- Capable, professional and customer focused
- Self-motivated, passionate, and have an entrepreneurial spirit
- Enjoy a challenge and a fast-paced corporate culture
- Strong presence with solid influencing skills

Please apply by sending your CV and a cover letter to JaneProffitt@rslawards.com

Closing date: 13 March 2020