



Job Description

**Job Title:**

Head of MK Business Development

Reporting to:

Group Commercial Director

Responsible For:

N/A

Main Duties:

Drive revenue growth through the development and management of strategic partnerships and membership sales in Milton Keynes.
Generate new sales leads through strategic planning tools, telephone calls, CRM database, face to face visits, exhibitions and internal and external leads. Achieve agreed commercial targets and maximise sales through customer visits within the Milton Keynes area. Build rapport and strong relationships with key influencers and decision makers in the Milton Keynes area, selling the value and benefits of our membership. Manage and develop commercial activity to track opportunities in line with the commercial strategy to grow revenue. Accurately report on sales activity, sales opportunities, market intelligence and revenue forecasting. Work with the Group Commercial Director, to establish a robust commercial plan to support achieving the set commercial activities and targets. Deliver presentations to a diverse range of potential members to raise awareness of our brand, products and services. Identify and leverage business opportunities both in the public and private sector.

Maintain a professional image and reputation in keeping with company ethos.

Key Responsibilities:

1. Identify, engage, and cultivate relationships with key strategic partners in Milton Keynes to drive business growth.
2. Negotiate and close high-value partnership agreements with our public sector stakeholders in Milton Keynes and wider Northamptonshire.
3. Collaborate with internal teams including marketing, product, and operations to ensure seamless integration of partnerships and delivery of contracts.
4. Track and analyse sales performance, providing insights and recommendations for optimisation.
5. Represent the company at industry events, conferences, and networking opportunities.
6. Prepare reports and presentations for senior leadership on partnership performance and growth strategies.
7. Identify emerging trade markets and market shifts while being fully aware of new products and competition status.
8. Key account management of exclusive Chamber Partners and stakeholders with a view of cross selling the full portfolio of commercial products.
9. Ensuring the targeted number of commercial sales activities is met or exceeded in line with targeted KPI objectives.
10. Identify new commercial opportunities.

This job description is not exhaustive due to the changing environment of Northamptonshire Chamber. The job holder may be required to carry out other duties considered to be within the scope of the job.