

Business Development Manager

Reporting to Head of Business Development

Position based: Homebased (Meetings at our Barnsley based office)

Salary Band: £26-35k per annum plus bonus scheme

Hours: Full Time

Holidays: 25 + all bank holidays, Birthday off, Christmas Shopping day

Benefits: Westfield Health Scheme

Purpose of the Role

Develop and win new business clients for commercial and funded delivery via account management. Acting as the external face of Total Training Provision to market for new client acquisition, building relationships of trust with the key decision makers and influencers. To demonstrate a consultative, proactive approach in understanding a client's needs to meet agreed client learner volume and revenue targets. Being able to seek and source funding streams to support clients' needs and networking with key partners and stakeholders to ensure quality of delivery and customer satisfaction. Management and development of internal sales force.

Key Responsibilities

- Demonstrate a consultative, proactive approach in both establishing and understanding a client's needs and providing solutions which lead to new business wins.
- Manage and maintain social media presence and marketing information
- Take the sales lead in delivering presentations, producing proposals and carrying out negotiations with prospective clients to secure new business.
- Maximise commercial opportunity against agreed training days and current commercial portfolio.
- Develop maintain and manage a pipeline of prospective clients to agreed targets, developing and executing a compelling approach to convert prospects into clients.
- Identify new business opportunities from diverse sources to develop new income streams.
- Represent Total to external stakeholders as required and attend industry and related events as necessary to meet the needs of the business.
- Develop customer relationships.
- Act as a source of information/ advisor on the upcoming changes to funding and incentives to all employers

- Monitor and report on competitor activities and provide relevant reports and information in conjunction with the marketing function.
- Maintain and regularly update personal knowledge of funding, products, company and all quality processes required to deliver excellent business opportunities.
- Maintain a cost effective approach ensuring objectives are reached without unnecessary expenditure.

- Complete all necessary reporting to keep line management and the wider business informed of the activities and progress towards achieving business wins.
- Any other duties as requested by your line manager

Essential Criteria Required

- Proven track record in a similar/complimentary business development environment with transferable skills.
- Knowledge of Government Funding , Apprenticeships and Work Based Learning
- An accomplished sales professional with a proven track record of significant new business wins
- Consultative selling background
- Educated to a high standard including 5 GCSE's and 2 A level's
- Fully computer literate and numerate
- A professional appearance and the social skills necessary to deal with a range of clients along with the self-confidence and stature to represent Eden at a senior level.
- Ability to prioritise and work under pressure with good time management