



# INDIANA STATE FAIR

**Title: Group Sales Intern**

**Internship Dates:** May through August, start and finish dates are negotiable.

*Paid Internship*

**General Description:** The Group Sales Intern reports to the Director of Sponsorships. This position will generate new revenue by promoting and executing advance sales of Indiana State Fair ticket packages.

**Responsibilities:**

1. Generate new revenue through the advance sale of Indiana State Fair ticket packages and ancillary sales such as private event rental space, catering and Fair Bucks.
2. Create strong relationships with the customer base by staying in consistent contact through phone calls, emails and visits when they attend the Fair.
3. Prospect for new sales by placing outbound cold calls, conducting in-person meetings and sending emails.
4. Maintain accurate records of sales activities and communications.
5. Maintain a strong working relationship with the Fairgrounds Box Office to execute sales.
6. Address client questions and resolve problems.

**Interested applicants should have:**

- Excellent written and verbal communication skills
- Outgoing personality and exceptional outbound phone skills
- Strong attention to detail
- Excellent customer service skills
- Ability to multitask in a stressful environment

Prior to the Fair, this position will work up to 40 hours per week. Thereafter, the incumbent must be available to work 10 or more hours per day including mandatory weekends.