

The Biochemical Society - Proposed Job Description for:

Job Title	Sales Manager
Reports to	Director of Publishing
Department	Publishing
Location	Charles Darwin House, Roger Street, London

Overview

In this role you will work creatively to drive subscription and non-subscription sales for Portland Press. Using your initiative you will recommend, develop and implement sales strategies in line with organizational strategy. You will deliver against revenue targets and organizational KPIs. You will ensure that the profile and reputation and business of Portland Press grow through engagement with the global scholarly and publishing communities.

The role involves significant travel, nationally and internationally.

Key accountabilities

- Strategy and planning
 - ❖ Contribute to the strategic development of the sales activities of Portland Press Ltd and deliver against agreed strategies
 - ❖ Drive revenue to support individual product strategies and overall publishing strategy
 - ❖ Contribute to the preparation of annual budgets and business plans
 - ❖ Contribute to the development of, and implement, strategies for the monetization of Portland Press products and services
- Product management and quality control
 - ❖ Deliver against individual product KPIs in terms of revenue and usage to ensure the achievement of strategic objectives, in collaboration with publishing and marketing colleagues, and other departments, ensuring that the publishing portfolio's market profile is maximized
 - ❖ Contribute to the ongoing development and review of procedures and processes to deliver a high-quality, cost-effective service
- Business acumen
 - ❖ Identify opportunities for new products and services and support the development and implementation of plans for these
 - ❖ Maintain awareness of the STM and competitor landscape and trends that are likely to affect Portland Press business
 - ❖ In collaboration with colleagues, maximize opportunities for Portland Press and the Biochemical Society
- Community network
 - ❖ Build and maintain excellent contacts with librarians, sales and subscription agents
 - ❖ Contribute to growing and maintaining the international profile and reputation of Portland Press and the Biochemical Society in the scientific, librarian and STM publishing communities
 - ❖ Contribute to organizational strategic initiatives that support key scientific and community priority areas
 - ❖ Represent Portland Press and the Biochemical Society as required

Key knowledge and skills

- Sound knowledge of academic publishing sales models and markets
- Understanding of needs-based selling
- Proven track record in journal sales, ideally STM, academic or professional
- Solid understanding of the library market
- Knowledge of the STM book market in the UK and internationally is desirable
- Excellent customer service skills
- Willing to travel internationally