



Position Title: Group Sales and Audience Development Associate

Reports To: Director of Marketing

Location: Chicago, IL

Status: Part-Time, Exempt

Schedule: Part-Time (approximately 20 hours per week at \$20 an hour)

About the Organization:

Since 1987, Chicago Sinfonietta has been a bold and innovative force in classical music, championing equity, diversity, and inclusion through exceptional performances and programs. As a professional orchestra, we are committed to transforming lives through symphonic music while reflecting the dynamic diversity of our city and nation.

Position Summary:

We are seeking a **Part-Time** Audience Development Associate to connect new audiences with the Sinfonietta experience. This is an exciting opportunity for someone who is both relationship-driven and revenue-minded, passionate about the arts, and energized by building bridges across Chicago's diverse communities.

As the Group Sales & Audience Development Associate you will grow group ticket revenue while deepening community relationships that reflect the Sinfonietta's mission. You will identify and cultivate new group audiences, craft tailored experiences, and help ensure every group's interaction with the Sinfonietta feels welcoming and inspiring.

This is a part-time, hybrid role ideal for someone who thrives on both strategy and connection, with flexibility for some evening and weekend performances.

Roles and Responsibilities

Grow Group Sales

- Work with the Director of Marketing on developing a group sales strategy that supports both earned revenue and community engagement goals.
- Identify, engage, and cultivate group leaders within corporations, schools, universities, organizations, and other community groups.
- Work in partnership with Director of Community and Social Impact and Director of Marketing to design group experiences such as pre-concert talks, student Q&As, or backstage visits that align with Sinfonietta's mission, including assisting on-site.
- Manage outreach, negotiation, and post-sale follow-up with professionalism and creativity.

Build and Sustain Relationships

- Serve as the primary contact for all group sales relationships.
- Build trust with community and corporate partners to foster long-term engagement.
- Work collaboratively with marketing, community, and production teams to ensure every group experience runs smoothly.
- Provide outreach presentations at community organizations (e.g., senior centers, schools, or cultural groups) to introduce upcoming concerts and strengthen relationships with potential audience members.

Collaborate and Innovate

- Partner with the development team to identify group sales leads that may grow into sponsorship or donor relationships.
- Track and report on performance, identifying trends and opportunities for growth.
- Represent Chicago Sinfonietta at community events and performances, helping new audiences feel connected and seen.

Experience

- You have at least three years of experience in sales, audience development, or community engagement, preferably in the arts or nonprofit sector.
- High school education or GED
- You are an excellent communicator who builds trust and rapport easily. Must feel comfortable with public speaking.
- You bring creativity, persistence, and a collaborative spirit to your work.
- You are passionate about diversity, equity, and inclusion, and you understand how representation enriches the arts.
- You are organized, goal-oriented, and comfortable managing multiple relationships at once.
- You have the flexibility to attend evening and weekend performances as needed.

Compensation & Benefits

- This is a part-time hourly position, approximately 20 hours a week, at \$20 per hour. Complimentary concert tickets for two guests, a hybrid work environment and three personal days, part-time vacation and sick leave accrual.

To Apply

Qualified candidates should submit a résumé and thoughtful cover letter to hr@chicagosinfonietta.org detailing relevant experience and motivation for applying.