



GROUP SALES LIAISON

Company XIV | Théâtre XIV | AMDM Productions

Job Listing

Location: Hybrid (on-site at Théâtre XIV + remote)

Compensation: \$30/hour + 10% commission for off-peak performances

Schedule: 10-15 hours per week

Start Date: ASAP

About Company XIV

Company XIV produces Baroque Burlesque immersive spectacles that blend dance, theater, music, and opulent design into unforgettable audience experiences. Learn more at companyxiv.com.

Position Overview

Company XIV is seeking a dynamic, charismatic individual to drive group sales, manage special event bookings, and serve as a concierge-style ticketing liaison for our immersive productions. This role is ideal for someone who thrives in a fast-paced, guest-facing environment and enjoys building relationships while maximizing revenue opportunities.

Responsibilities

- Advocate for the Company XIV brand values to deliver a world-class pre- and post-show patron experience
- Collaborate with marketing and box office teams to optimize collateral
- Co-conceive and execute sales strategies and promotions
- Conduct proactive outreach to forge new group sales partnerships
- Cultivate and manage group sales opportunities (corporate, social, tourism, private events and strategic partnerships), with emphasis on off-peak performances
- Act as a concierge ticketing liaison, providing high-touch service to group clients
- Meet and greet guests on-site at Théâtre XIV, ensuring a seamless and memorable experience
- Coordinate and execute special event bookings from inquiry through client communications, booking logistics, and post-event follow-up
- Maintain accurate records of leads, bookings, and client interactions
- Maintain commission reports; track and report commissions

Qualifications

- Charismatic, outgoing personality with strong interpersonal skills
- Proven ability and strong interest in commission-based sales environments
- Experience in hospitality, theater ticketing, live events, or related fields is a plus
- Excellent communication and organizational skills
- Ability to multitask and manage both on-site and remote responsibilities
- Flexible schedule, including evenings and weekends as needed

How to Apply

- Send a brief cover letter and resume as a single PDF file to jobs@companyxiv.com with subject: "GROUP SALES".