



Membership Sales Manager Information Pack



Manchester Digital sits at the heart of the North West tech ecosystem. We support digital and tech businesses at every stage of their journey, from early-stage startups through to established scaleups and large tech employers. As we enter our next phase of growth, we're looking for someone to join our team who not only understands the value of a strong business network, but who is excited by the impact digital and emerging technologies are having on society and the economy.

This is a role for someone who thrives in a fast-paced, outward-facing environment and wants to play a central role in strengthening and growing the region's tech community.

Katie Gallagher OBE
Managing Director

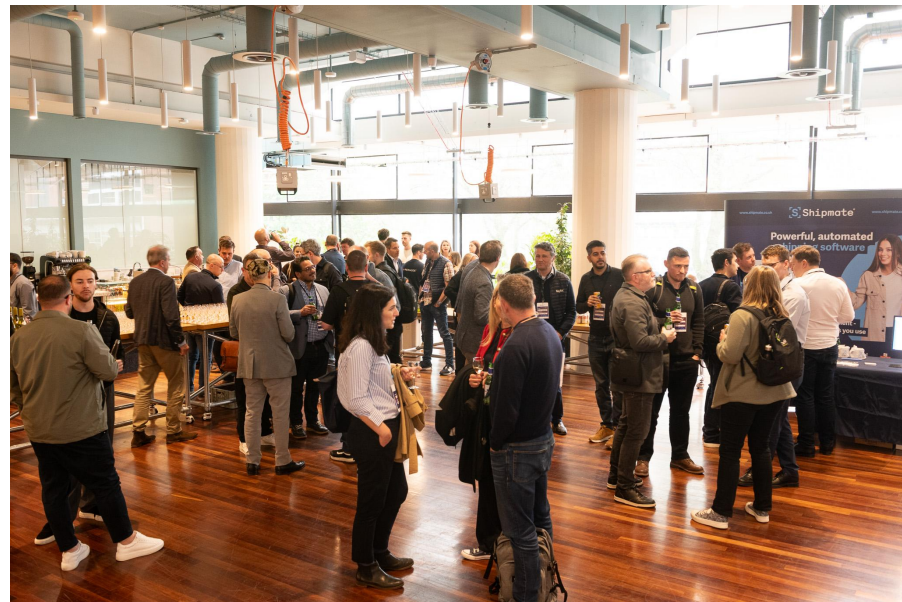




Who We Are

Manchester Digital is the trade body and growth engine for the region's tech and digital sector. We provide meaningful support to our members, from cutting-edge startups to industry leaders, through advocacy, programmes, events and practical services.

We work across key subsectors such as ecommerce, AI, and fintech, helping businesses unlock opportunities and navigate change. We are well connected, ambitious for the region, and tenacious in pushing for the conditions tech businesses need to thrive.





Our Values

- **Accountable** – we take responsibility for our actions, behaviours and performance
- **Knowledgeable** – we know the tech industry and understand our members' needs
- **Brave** – we relish a challenge, finding new ways to do things and aren't afraid to fail
- **Community-minded** – we show up for our members and each other
- **Tenacious** – we persevere, stick together and adapt as situations change





The Role:

This is a sales-focused role that leads on new member acquisition and sponsorship sales. It's ideal for someone who is commercially confident, understands the power of community, and is excited to get out into the ecosystem, build relationships and bring new businesses into the fold.

You'll have clear targets, the autonomy to develop and drive your own pipeline, and the backing of a well-respected brand with real impact.

Key responsibilities:

- Identify and convert new membership opportunities through outreach, networking, events and referrals
- Own the sales pipeline and CRM (Pipedrive), maintaining regular activity and reporting
- Pitch and close sponsorship opportunities across our events and programmes
- Represent Manchester Digital at external events and meetings
- Work closely with the marketing and programmes teams to spot and act on commercial opportunities

We're looking for someone who:

- Has experience in business development, sales or commercial partnerships (ideally in tech or membership)
- Communicates with confidence and credibility
- Is proactive, energetic and motivated by targets
- Has some knowledge of the tech sector or is willing to learn fast
- Can see how technology is changing business and wants to be part of that journey



Why Join Us?

- Be part of a high-performing, mission-driven team shaping one of the UK's most dynamic sectors
- Work across exciting and fast-evolving sectors like AI, fintech, ecommerce and cybersecurity
- Collaborate with people who care about building a stronger, fairer, and more innovative tech industry
- Hybrid working (typically 3 days in-office), with flexibility to work around meetings and events. This is a role that will have you out and about, meeting businesses and building relationships
- 25 days annual leave plus bank Holidays
- £30–35k base salary plus generous commission
- OTE: Earnings are directly linked to performance, with realistic first-year on-target earnings well above base salary



Some of Our Flagship Programmes & Events

- **Digital Skills Festival** – the UK's largest regional talent event, supporting the skills pipeline into the tech industry
 - **Digital Her** – a pioneering programme helping more women and girls build futures in digital
 - **Ecommerce Conference** – connecting and growing our vibrant ecommerce sector
 - **Fintech Conference** – convening fintech leaders, innovators and industry voices to shape the future of financial technology in the North
 - **Start-up Activator** – tailored support and engagement for early-stage tech businesses
 - **Employer Forum** – bringing employers together to shape, challenge and influence the skills agenda and wider ecosystem
- priorities the UK's largest regional talent event, supporting the skills pipeline into the tech industry





How to Apply and What to Expect

Please send your CV and a covering letter that clearly outlines your suitability for this role and for our organisation to **Katie Gallagher** at **katie@manchesterdigital.com**.

We will review applications and contact those selected for an initial phone interview. Depending on the volume of applications, we may not be able to provide feedback on every written application.

Interview process:

- **Stage one** – initial phone interview
- **Stage two** – in-person interview with a short presentation on a topic we will agree with you in advance
- **Stage three** – informal session to meet some of the wider team and get a real sense of who we are

This is your chance to join a respected organisation with a national profile and strong local impact. If you want to help shape the future of Greater Manchester's tech ecosystem and build a rewarding career in the process, we want to hear from you.