



Fashion Membership Manager – Maternity Cover

Location

London/hybrid

Salary

£45,000 – 48,000 depending on experience

Closing date

11 December 2024

Hours

9.30 – 5.30 Monday – Friday plus limited evenings and weekends

Holiday

25 days (plus statutory) pro rata

About UKFT

UKFT is the largest network for fashion and textiles in the UK. As the industry's leading trade association and Sector Skills Body, we are committed to delivering sustainable growth for the entire UK fashion and textile supply chain.

We bring together brands, designers, manufacturers, suppliers, educators and retailers to promote their businesses and our industry, both in the UK and throughout the world. We offer practical advice and technical support to help member companies grow and trade internationally.

With a growing focus on sustainability and innovation, UKFT is driving meaningful action in the transition to a circular economy.

We work to elevate the skills of the UK fashion and textile industry to maintain our competitive position for the future.

We support businesses with complex global supply chains, as well as helping to drive a resilient and innovative UK manufacturing sector.

Our President is HRH The Princess Royal.

The position

This is an exciting opportunity to work with UKFT to represent the UK fashion and textile industry during a period of real change, as the industry transforms itself to meet the opportunities and challenges of environmental sustainability and advances in innovation and creativity.

We are a dedicated team of hardworking doers. We are creative, professional and love our sector.

You will play a vital role helping to drive membership, commercial opportunities and to raise the profile of UKFT. You are driven, show initiative and are a team player. You also have an eye for accuracy and attention to detail. You have experience in sales, commercial partnerships and communications and will manage our membership retention and recruitment, with a particular focus on fashion brands, retail.

Working with the rest of the UKFT team, you will be responsible for a wide range of tasks from growing our membership, to liaising with our stakeholders through to delivering our events and seminar programme.

Responsibilities

Membership

Manage membership recruitment programme with a particular focus on fashion and retail – from a continuous development of our membership offer, to identifying targets to closing sales.

Manage membership retention programme for fashion brands and retail, including delivery of the member engagement plan and meetings with members.

Work on the delivery of member benefits, topics for UKFT seminars and networking programme and act as the key point of reference for technical queries from members.

Attend UKFT events, UK-based fashion & textile exhibitions, represent UKFT at UK trade shows and where necessary, attend overseas trade shows to assist the Export team.

Working with the Membership Team and Communications Team to contribute into membership communications, including news and information for inclusion in newsletters, website etc as well as contributing to our social media activity.

Capturing feedback from members and the industry to ensure continuous improvement of UKFT provision.

Person Specification:

- Great interpersonal skills
- Strategic thinker
- Customer focused
- Proactive/self starter/entrepreneurial
- Sales/commercial background with a broad range of contacts (ideally in larger fashion brands and retailers)
- Outgoing
- Flexible and adaptable
- Good communicator

Skills, ability and experience:

- Ability to build and maintain strong relationships with current and potential members
- Work well with the team
- Strong verbal and written communication skills
- Networking/presenting
- Customer service
- Sales and marketing
- Data analysis/reporting
- Problem solving
- Flexible to adapt to changing circumstances but focused on long-term objectives
- Organised, time and budget management
- Experience of CRM management (preferred)

The ideal candidate would come from the industry, understand the recruitment and retention challenges of the sector, have a proven ability to close sales and encourage a team.

The closing date for applications is 11 December 2024. To apply, please send email your CV along with a covering letter explaining why you are interested in the position and would be suited to the role to ana.findlator@ukft.org