

## **Daytona Beach area Convention & Visitors Bureau open position Convention Services Coordinator**

The Convention & Visitors Bureau has an opportunity to be a part of the Groups Sales Team

Convention Services coordinates the CVB Group Sales Department's Destination Services and Administrative responsibilities to include Group Sales (Meetings), Sports, and Tour & Travel Divisions.

The coordinator acts as a liaison between the CVB sales team and industry partners to provide local services to our group sales and trade show clients.

The position requires a Hospitality degree or equal tourism industry experience.

The office hours are 8:30am – 5:00pm with occasional evenings and weekends determined by incoming group activity.