

## SPACE FINDER

In summary the Space Finders has two core functions. First is to ensure the ongoing development of the pipeline of opportunities for vendors. Secondly, they will be responsible for engaging these opportunities and converting them, assuming responsibility for new locations opening. The role will also include proactively building out opportunities in events and private bookings.

Whilst based at the StreetDots office, The Hop Exchange, you will also be required to attend external meetings (approximately 50% of your week will be external to the office) this may include some national travel and overnight stays. You will also be expected to use time out of the office to maximise the pipeline and identify potential new locations for vendors. The Space Finder will be responsible for their own time management to deliver key targets for the business. The role reports to the Head of Dots.

The job tasks will include the following list albeit this is not an exhaustive list however the role will vary from time to time as the business adapts to future growth.

## KEY TASKS

---

### **Building the Map**

Sourcing land opportunities across all pillars and sub-categories, building integrated city maps and working closely with Vendor Finder to assist in matching supply and demand from this side of the business. You will need to grow the map strategically around existing locations to best priorities resources

### **Converting opportunities**

Where opportunities are identified that require multiple levels of signoff from the land operator, you will be responsible for ensuring the StreetDots model is fully agreed at central management level prior to handing over the opportunity to the Space Liaison.

### **Working with Space Liaison & Database team**

The successful candidate will be working closely with the Space Liaison to constantly improve the mapping process and better understand the needs of Land Operators and source appropriate space to match these needs. They will also work with the database team to market match – tailoring the expansion of leads to reflect the current supply / pipeline of vendors

### **Assisting Space Developers**

The Space Finder will need to effectively collate data from Vendor Finder(s) and Space Liaison(s) to create trend analysis and feed this into the Space Developers to maximise revenue opportunities

### **Handover process**

Working jointly with the Space Liaison you will both create a live process that ensures a frictionless transfer of sites and opportunities (this will include private bookings and events) between the two roles. This process will need to evolve to become both quicker and suitable for a mass scale.

### **Analise Trends**

You will need to be comfortable sorting and organising data to capture and exploit trends for growth. You will also need to be able to work with manual systems whilst developing automated processes

## KEY BEHAVIORS & SKILLS

---

Target Delivery / Planned & Organized / Project Management/ Work Effectively & Independently Process driven / Results Driven / strong presentation skills

### Key Outputs / Targets

- Primary (80% of time) 40 Engaged leads uploaded per week and 5 sign offs
- Secondary (20% of time) 5 event / private booking enquiries generated