



MODERN ADVENTURE

MO/AD Travel Designer

Portland, OR or Remote

Who We Are

[Modern Adventure](#) handcrafts extraordinary journeys around the globe. We partner with tastemakers across many disciplines and with mission-driven companies who are doing remarkable things. We deliver exemplary guest experience and travel that showcases the people and places we visit.

As a certified B-Corp and Certified Climate Neutral business, we believe in making a difference in people's lives. We have the privilege of working with some of the world's most inspired and inspiring brands and we are fiercely committed to delivering exceptional experiences on all seven continents.

We are small, nimble, productive and about finding the right fit for our team. We want to build a company who dares to do big things and dreams of making a difference in the world.

Who You Are

You provide personalized planning and tailored itineraries for our existing community of Modern Adventure guests, and for new inbound requests for bespoke travel services at [MO/AD Private Departures](#). You unlock access to coveted accommodations, dining experiences, events and more, leveraging the design points and relationships MO/AD has built across the globe.

You have lived, worked, and/or traveled extensively in international destinations, and are passionate about connecting others with people and cultures globally. You eloquently articulate the why behind planning travel in a modern, sophisticated way.

What You'll Do

You nurture guest relationships and support all inbound sales inquiries. You work collaboratively with the MO/AD team to identify new sales channels, and new opportunities to grow MO/AD Private Departures and our bespoke travel business.

You design bespoke itineraries, leveraging existing MO/AD relationships where appropriate, and also identifying new destinations, vendors, and accommodations. You build relationships with

key suppliers and correspond directly with them to check rates and availability, manage reservations, special requests, and payments.

You work across all stages of the guest lifecycle. You personally manage all communications with leads and confirmed guests, including post-transaction questions, pre trip and on-trip guest communications. You finalize detailed itineraries, ensuring all documentation is presented in the MO/AD's voice and style. You are an excellent phone and email communicator.

You efficiently manage itinerary creation and planning, contracting with vendors, managing availability checks, identifying and vetting new partners, accommodations and experiences.

What you'll bring

- 3+ years in travel management and/or design
- Passion, curiosity and knowledge about this beautiful world, and the ability to speak from firsthand experience about food, art, culture, history, and what makes a place unique
- Excellent attention to detail and an instinct for managing complex logistics
- Proven track record converting leads into sales
- Proven track record of successful customer and partner communications
- Systems experience including online reservation systems
- The ability to communicate with cross functional teams
- Ability to work in a fluid, collaborative environment and manage multiple projects simultaneously
- Hustle, courage, humility
- A team player and are great to work with

What We'll Give You

- Guidance, support, inspiration
- A fast-paced learning environment
- The opportunity to build something beautiful and make a difference
- Money
- Health benefits
- Travel opportunities
- Paid holidays and vacation
- A great place to work

TO APPLY:

Send a cover letter and resume to careers@modernadventure.com and include "Travel Designer" in the subject line.