

PHA Media Account Manager Job Description Consumer & Lifestyle

About Us

PHA Media is one of the fastest growing and most dynamic PR companies in the UK, proud to have achieved an array of industry awards while delivering exceptional levels of service to many high-profile clients. Based on Wardour Street in Soho, we are an entrepreneurial, news driven agency and we invest heavily in the career development of our people.

About the Role

We are currently looking for an *Account Manager* to join our fast-paced *Consumer & Lifestyle division*. The ideal candidate will have substantial agency experience working with well-known consumer brands, excellent written and verbal communication skills, good industry contacts, knowledge of digital PR and community management and will have a genuine passion for the media.

Overall Responsibilities

- Running accounts on a need to know basis reporting in to the AD/SAM
- Delivery of campaign strategy from brainstorm through to implementation and delivery
- Delivery of high quality coverage
- Taking a proactive role in identifying new ideas for existing clients
- Guiding and supporting junior members of the team on accounts
- Developing and maintaining strong, positive client relationships, acting as the day to day contact for the client
- Ownership of client reporting and ensuring delivery of KPIs and longevity of client relationship
- Identifying, escalating and solving issues on accounts
- New business contribution to include sourcing own leads for new clients, proposal preparation, involvement with pitches and working closely with the Business development team
- Strong leadership and staff management skills

About You

We look forward to hearing from people who can demonstrate energy and enthusiasm for any challenge they encounter. Keen to be involved in all manner of accounts, integrated or otherwise and develop their career in an award winning, innovative PR agency. You might also be...

- An exceptional communicator
- Highly committed
- Results driven
- Super organised
- Passionate
- An excellent writer
- Creative
- On time
- A team player

What You Get

We offer a variety of performance incentives, a comprehensive training and development plan as well as a diverse benefits package to ensure that you are rewarded as highly as possible. We can provide more detail on this when we meet although, put simply, we believe in recognising, encouraging and rewarding talent.

PHA Media Staff Benefits



Up to 31 Days
Leave plus
Bank Holidays



Team Treats



£500 Birthday
Bonus



10% New
Business Bonus



Medicash



PHA Awards



Cucumber
Salon Corporate
Discount



Cupcake Award



£500 Holiday
Bonus



Summer Event



Christmas
Event



PHA Pension
Scheme



Childcare
Voucher
Scheme



Eye Tests



Recruitment
Incentive: Staff
Referral Fee



4pm Friday
Finish



Ideas Bank



Staff Wellbeing
Initiative



Fresh Fruit
delivered to the
office



Local
Businesses
Corporate
Discount