



## **Account Manager/Senior Account Manager, Strike Communications**

**Location:** Bristol city centre (a mix of remote working and office with at least one day/week in the office)

**Salary:** £28-34k pro rata

**Hours:** 22.5 hours (3 days/week). There is flexibility as to how these hours are delivered during the week, which will be agreed with the appointed candidate.

Closing date for applications: Monday 21<sup>st</sup> March 2022

It is anticipated that initial interviews will be conducted virtually w/c 28<sup>th</sup> March and w/c 4<sup>th</sup> April

### **About the role**

Strike Communications is a young public relations consultancy based in the centre of Bristol.

Small but dynamic and with big ambitions to grow, we are now seeking to appoint an Account Manager/Senior Account Manager to support our growing portfolio of clients.

This is a unique and exciting opportunity for the right candidate, not just to work with a number of inspiring and high-profile clients, but to contribute to the growth and future direction of the agency.

It would suit someone who is looking for a stimulating and rewarding role, working with a range of well-known arts & culture and charity clients.

As part of a small core team in a busy environment, you will need to be a self-starter with good initiative and willing to get stuck in to all aspects of the work: from helping to creatively design and shape a campaign to the more administrative end of the activity, such as producing monthly media and social media reports. We are looking for someone that is passionate about delivering good communications and comes to work with a sense of purpose.

Whilst we require someone with enough experience to confidently support the client activity, we are willing to consider different levels of experience, which is why we are considering an account manager or a senior account manager. Equally important in this role is someone that shares Strike's values and is the right fit. We aim to be: Strategic, Creative, Dynamic, Authentic and Purposeful.



The Account Manager/Senior Account Manager will work directly with Strike's founder and director, as part of a core team of two initially, which we expect to expand further during the year, and also working closely with a small number of associates that support us on a number of our accounts.

You can find out more about us on our website [www.strikecommunications.co.uk](http://www.strikecommunications.co.uk).

### **Essential criteria**

- Media relations experience is key to the role – minimum 3-4 years' experience
- Strong copywriter – able to write a range of copy including press releases, web copy, social media
- Good digital and social media skills
- Good people skills – will need to build trusting relationships with clients, media, suppliers
- Strong organisational skills and ability to juggle multiple projects and clients
- Flair for strategic thinking, creativity, and innovation
- Ability to use your own initiative

### **Desirable criteria**

- Previous PR agency experience
- Previous experience of working with charities and/or arts and cultural organisations

### **Day to day responsibilities**

- Providing strategic PR advice to clients
- Developing press releases, news opportunities and media pitches to raise the client's profile, reputation and promote their products/services
- Delivering strategic communications campaigns, which could include a mix of media relations, social media and digital activity, webinars and occasional events
- Working with the director to develop communications campaigns and programmes
- Briefing photographers, videographers and designers
- Supporting with the development of new business proposals
- Media monitoring for coverage and horizon scanning for new opportunities
- Producing monthly coverage and client activity reports



# STRIKE

## COMMUNICATIONS

### **About Strike**

Strike was launched in early 2020, three weeks before the pandemic hit, by founder Catherine Frankpitt, to offer a lean and flexible service providing first-class PR to organisations such as charities that were doing important and worthwhile activities but didn't have the budget to pay for good communications expertise.

In spite of the pandemic, Strike has had a very successful first two years and now has exciting plans to expand further over the next couple of years in order to meet the growing client demand. To date, we have built a small network of trusted and experienced associates who work as very much part of the current client management team, but we are now looking to build up our in-house team.

Strike works with organisations of all shapes and sizes across a range of sectors, but particularly specialises in working with arts and cultural organisations and charities.

Strike offers all aspects of PR and communications services, including communications strategy and campaigns, media relations, social media, copywriting and crisis management. We also have a partnership with a small design agency and web development agency to offer design and broader marcoms campaigns and website creation.

**To apply, please submit your CV and a covering letter outlining how you meet the criteria by the closing date of Monday 21<sup>st</sup> March to [info@strikecommunications.co.uk](mailto:info@strikecommunications.co.uk).**

**You may also include links or a pdf showing examples of relevant work.**