

SOCIAL ACCOUNT MANAGER

Overview:

Mission is actively looking for an experienced account manager with four+ years' social media experience, to join its dynamic content team working across a roster of luxury consumer brands. Previous experience and a proven track record of success in managing day-to-day relationships for social retained clients is a must, as is experience of liaising internally between content managers, designers and other internal stakeholders in order to service clients' needs effectively.

Skills Required:

- 4+ years' account management experience for social retained clients
- Account handling procedures, including creation of contact reports, agendas, and progress reports are required to maintain forward momentum on projects; ensuring they are prepared with impeccable attention to detail
- Knowledge of social media platforms, and a keen attention to detail when reviewing colleagues' copy, reports and creative work is necessary
- Must possess up-to-date knowledge of the latest news and trends in social media, including advertising formats, channels and technologies, in order to provide recommendations to clients on how best to leverage new tools and services
- Creativity, initiative and proactivity in responding to clients' needs
- Experience in taking ownership of small budgets for influencer payments, paid media tracking and the overall client scopes of work would be preferable
- Luxury brand / alcohol experience preferable

mission