

Account Manager (senior role – full-time)

Senior role (for an experienced professional or high performing individual) in dynamic independent marketing communications consultancy.

We're looking for someone with talent, energy, proven project management skills and experience in a consultancy or agency environment.

About the Role

BBS Communications Group is a leading independent communications and public relations consultancy and we are looking for someone special to join our team.

We are seeking a talented senior team leader who can manage client projects and relationships, provide high level strategic advice, plus lead and mentor other team members. The successful candidate will be a strategic thinker, great problem solver, an excellent writer and a great people person.

BBS' client list is second to none and we proudly deliver work of exceptional quality, variety and complexity. We work with public and private companies, not-for-profit entities and others. Our work is focused on managing reputation, communicating change, growing market share and more.

You'll be working with senior executives within our client organisations on matters which directly impact their brands and business success.

The role of Account Manager is a senior position within the BBS team. You may work as part of a larger team, independently with a client, or in a supervisory role with other members of the BBS team.

Account Managers are responsible for planning and supervising the work of their team, while also meeting their own deliverables. They are ultimately responsible for managing the client relationship, ensuring goals and expectations are met, and for ensuring that work of the absolute highest quality is delivered.


Account Managers also contribute to our new business development activities and are expected to be strong ambassadors for BBS in the business community.

The successful applicant will have:

- at least 6 years' communications and public relations experience
- experience in a consultancy or a role with a similar operating environment - for example a role which required management of and/or reporting to multiple and varied stakeholders
- demonstrable experience in running client projects, including managing or coordinating other team members



insightful, creative, passionate

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- excellent personal presentation
 - a commitment to exceptional achievement and client service

BBS is renowned for our energetic, positive and collaborative team culture. We are seeking an individual who is keen to develop their own skills and experience but who is also prepared to support the growth of the broader BBS team.

Essential skills include:

- ability to manage complex communication projects and provide high level strategic advice
- excellent writing skills
- proven issues management and problem-solving capability
- campaign planning and delivery

Valued skills include:

- media writing and journalist engagement
- digital and social media writing and strategy
- stakeholder and community engagement
- marketing campaigns

Applicants must have experience in managing people and workloads with multiple priorities/projects.

Advancement opportunities include Senior Account Manager, Group Client Manager and Associate.

About BBS...

BBS is an award-winning, independent marketing communications agency working across Australia, New Zealand and the Pacific. We support our clients in reputation management, product and services marketing, stakeholder and community engagement, digital and content marketing, plus training across all communications disciplines.

BBS is a high performing team and we are recognised by clients and peers alike as a consultancy which values relationships, loyalty and personal achievement. We actively support the professional and personal growth of our team members, and encourage focus on health and wellbeing, as well as individual passions and pursuits.

Applications should include work samples which reflect the criteria and details for referees.

A competitive salary package is offered, via negotiation with suitable candidates.

Closing Date for applications is **Monday, 6 January 2020**.

To apply, please email with your resume and examples of writing in a PDF or MS Word format to info@bbscommunications.com.au.