

Empower Agency Job Description

Account Executive

About the role

- **JOB TITLE:** Account Executive
- **LOCATION:** Based in the UK. This is primarily a remote role, with monthly in-person team meetings in London which you will be required to attend, and optional weekly co-working in London with the wider Empower team.
- **WORKING HOURS:** Full-time 40 hours a week (core working hours 10am - 4pm). Flexi working hours and part-time applications (min. 4 days a week) considered.
- **SALARY:** £25,000 – £29,000, depending on experience
- **START DATE:** ASAP

About Empower

Empower is a strategic digital partner for causes creating impact around the world.

- Empowering people is our mission.
- It's our vision for all causes to create positive social and environmental impact through effective digital communication.
- To help organisations do this, we develop insight-led digital strategies that enable their teams, and move their supporters to act.
- We're proud to be a B Corp and our commitment to mission-aligned work means we only work with people who share our values of being [people-centred, ethical and driven](#) to create change.

Current and previous clients include: UN Refugee Agency, Amnesty International, UNICEF, The Jo Cox Foundation, Science Based Targets Network, Business for Nature, The Green Party, Global Witness, We Mean Business, World Resources Institute, COP26 Climate Champions, The Guardian, RSPCA, The Wildlife Trusts, Medact, UNPRI and ShelterBox.

Check out some of our case studies [here](#).

We are happiest when we become the trusted counsel and a friendly sounding board to our clients and their teams. We believe in close collaboration with our clients and an emphasis on working with our clients to deliver results.

Our values

Our values are central to our work. We only work with clients and team members who actively demonstrate these values:

- **Driven:** We are ambitious, professional and take initiative
- **People-centred:** We are kind, generous and human
- **Ethical:** We are trustworthy, transparent and fair

Why we're good to work for

- Do nice work for nice clients with a nice team (nice!)
- We want to work with the real you - [see our Manuals of Me](#)
- We're a [dedicated B Corp!](#)
- Work with well-known brands in the purpose-led and nonprofit sector
- Flexible remote working in a friendly, supportive working environment (you can work in your PJs if you want to, as long as the work gets done!)
- Monthly meet-up in London with your colleagues for collaboration, creativity and cake
- Modern working environment (our stack includes G-Suite, Slack, Asana)
- Internal team structure (you'll never work on an account alone and won't have to worry about your handover when you're taking a well-deserved break)
- Hands-on experience and training in developing and implementing the latest digital marketing approaches

Core competencies we look for

Empower seek these competencies across all levels. Although this is a junior role, we'll be looking to see the potential to help you flourish in these areas:

- **Leadership:** You inspire and influence others, working proactively, bringing forward solutions, researching and sharing knowledge, being future-oriented and fostering innovation.
- **Responsibility:** You are punctual, have optimal time, deadline and task management. You are self-motivated, consistent and communicate clearly and often as required by a mixture of autonomous and team remote work.
- **Relationships:** You develop relationships with clients and colleagues that deliver on client-work, agency and career development for yourself and others. You plan

and use time well with others, delivering the best possible outcomes and experiences.

- **Creativity:** You apply inventive solutions to your work, and apply flexible thinking, bringing forward new ideas and evolving existing ways of working. You are hands-on and able to support varying tasks from social media to strategy, and show willingness to learn along the way.
- **Commercial Awareness:** You are hungry to understand what makes an organisation successful, how your role may affect business performance, and to deliver profitable client work and impactful internal projects.
- **Values-Driven:** You are motivated to work for Empower as a B Corp and impact driven organisation.



What your first 3 months will look like

- The first week will be Empower onboarding; getting to know our team and culture, learning about all of the platforms we use and introducing you to team members.
- The next few weeks you'll be introduced to clients, learning our best practices on-the-job, while going through our internal training programme
- Month two and three you will deepen your responsibility and knowledge across your accounts, and internal projects too
- Within those 3 months there will be a team day each month, where you'll get to meet your team in real life and get to know them better - especially as we mostly work from home.