

## Influencer Executive

**Location:** Costock, near Loughborough, Leicestershire

**Hours:** Full Time

Influencer Matchmaker is an award winning agency made for brands and social media influencers. We work with brands and organisations to assist them to place their product, service or message in partnership with the most suitable influencers or celebrity personality with a large social following. This is a vital role in support of the department's rapid expansion and involves matching the best possible influencers to the nature and style of our clients' campaigns. This role is working with cutting edge brand activation which on average, once or twice a month requires meetings and Michelin star lunches in London, Manchester and other cities.

### Responsibilities

- Handling inbound enquiries
- Analysing clients' needs and matching appropriate influencers
- Mining our extensive list of influencers to find the most suitable match for a brand
- Presenting talent options to clients
- Negotiating with clients and prospective influencer's
- Managing influencers on a day-to-day basis
- Providing contractual and logistical support to clients and influencers
- Maintaining all requisite admin
- Running the departments social media channels
- Working to and achieving monthly targets
- Attend meetings and networking events regionally, nationally and occasionally internationally

### Experience, Qualifications and Skills Required

- Outgoing, self-motivated, and friendly personality
- A good knowledge of influencers
- In depth knowledge and experience on social media
- Self-motivated, organised, and excellent planning skills
- Track record of achieving targets
- Ability to build rapport with clients of all backgrounds
- Great telephone manner
- Strong ability to forming lasting relationships with clients and influencers
- Excellent written and spoken communication skills
- Results driven and proven achiever
- Enthusiastic, energetic and can work on own initiative

### Benefits

- On-site gym
- The opportunity to take country walks around our grounds for exercise and well being
- New starter goodie bag
- Above and beyond bonus scheme
- Enhanced holiday allowance after three continuous years with the company
- Modern, clean and spacious office in our new £1million digital hub
- Departmental socials
- Training throughout the year
- Contributory pension scheme
- Birthday bottle of bubbly
- Weekly cake club (Covid-19 permitting)
- Yearly Christmas party – all expenses paid (Covid-19 permitting)

**Closing date:** Friday 21st May, 2021.

If you think you are suitable for this role, please send a covering letter stating why you're the ideal candidate, along with your current salary and CV to [careers@championsukplc.com](mailto:careers@championsukplc.com).