

## JOB DESCRIPTION

**Position: Account Director – Top Olympic Sponsorship Activation:**

**Location: Italy**

**Contract period:** WC 21<sup>st</sup> October 2019 – 31<sup>st</sup> December 2020

### **The role:**

Working with one of the world's leading brands on a TOP level Olympic sponsorship, this candidate will be responsible for the management and execution of an integrated Olympic sponsorship campaign across the Italian and Spanish markets. A client facing Account Director role supporting the Business Director (based in London), to drive 'Best Practice' project management across an exciting Pan-European Olympic multi-discipline, multi-market team.

This person will love being part of a large virtual European team, whilst being a self-starter who can work on their own (with one supporting local team member and working closely with the local client) in Italy. They must be an Italian resident and be able to accept employment in the Italian market.

This candidate will be passionate about being hands on with day-to-day campaign management across all disciplines including talent management, events and field activation, creative, content, digital and PR elements.

They will enjoy setting and delivering detailed project plans and back timings to ensure deadlines are met and deliverables supplied within budget.

This project involves many moving parts, people and processes so were looking for an experienced and confident person who can combine the people skills, an understanding of the campaign strategy (so we stay focused) and has great experience managing complex dynamic projects.

As the role will require a lot of coordination with the local client both in Italy and Spain, the global client based in Belgium and client services, activation, creative and digital/comms teams based in the UK, we need someone who has an appreciation of creative minds and the creative process as well as the ability to effectively manage these deliverables and negotiate with the client on their own priorities.

Given the Pan-European nature of the campaign the chosen candidate will have business level spoken and written fluency in both Italian (Native), and English and ideally be able to at least be able to converse with clients in Spanish. A knowledge of other languages such as German, French and Polish would also be an advantage but not essential.

It's an exciting time to join the agency as we continue to grow into our fifth year, inspiring marketers with the spirit and tools to be more fearless. And this role will be key as you help us take this award-winning Olympic campaign onto the next level, into Tokyo2020 and beyond.

### **What Fearless is all about:**

WeAreFearless is a bold integrated creative agency specialising in sport, entertainment and culture. We challenge convention to find opportunity and growth, driven by our positioning - **Boldness with Backup**.

Consumer neuroscience and psychology are at the heart of what we do, and this measurable human-centric approach allows us to make braver choices that lead to more commercially creative work.

### **What's the most fearless thing you've done?**

Our talented and extraordinary people make WeAreFearless a different, successful and genuinely fun place to work. Pushing beyond boundaries can unlock a whole new world of creativity; so that's how we work and how we play.

By actively recruiting people who act and think fearlessly and rewarding employees who push themselves beyond their comfort zones, WeAreFearless is our name and in our nature.

Diversity is in our DNA, helping drive disruption and an open-minded culture. And whilst hard work is the expectation, so is championing a work life balance. We look for real team players who love what they do and will challenge us as much as we will challenge them.

## Account Director responsibilities:

### Client Management

- Exceptional client management skills with a proven experience in building trusted relationships, managing the process of client feedback, negotiating on deadlines and deliverables when needed and ensuring everything runs according to deadline and to the agreed detail.
- Highly proficient in client communication and reporting (project plans, status reports, project timelines, budget spreadsheets etc.).
- Experience working with creative, design and digital/comms teams and their creative outputs, acting as the interface between agency and client. This role will require the candidate to brief in, manage and communicate deliverables, timings and costs for the smooth running of the project.

### Project Management

- Strong experience managing complex marketing projects with multiple stakeholders, work streams and deadlines and where you interfaced with clients throughout the planning and execution phases of the campaign, resulting in delivery on time, to brief, to agreed budget and to expected quality standards
- Proven track record managing similar integrated sports marketing projects would be ideal.
- Knowledge of project management software and tools. SharePoint experience would be ideal.
- Problem solving abilities with a natural ability to think on your feet, remain calm under pressure, be assertive when needed and escalate issues as appropriate
- Logical thinker who is process driven and operationally minded

### Financial Management

- Commercially astute, with experience of managing tight specs and budgets and adhering to scopes of work and financial processes – Raising of PO's, supplier invoicing, budget reconciliation etc.
- Experience of using Paprika or other job accounting software would be beneficial (job bags, expenses, timesheets etc.)

### Personal skills:

- Our team is a close-knit, entrepreneurial group of talented and hardworking individuals, and we want our new Account Director to be the same.

### In addition to the above, you are:

- Spirited, stimulating and challenging to work with, keen to drive things forward every day on your own initiative.
- A collaborative team player with an ability to develop relationships at all levels and across various cultures.
- Highly organized with a strong attention to detail and able to juggle a range of competing priorities at any one time
- A bold and emotionally intelligent individual who can be assertive and empathetic in equal measure.
- A strong fit with the agency's fearless values and beliefs – Authentic, Bold, Collaborative, Diligent and Enthusiastic.
- Trustworthy, reliable, confident and mature in dealings with clients, people and issues.

- Native in Italian, Fluent in Spanish and English language skills essential
- Additional European language skills would be beneficial but not essential

### **Are you Fearless enough?**

If you think so, please apply to [mark@wearefearless.com](mailto:mark@wearefearless.com) with your resume, a short story of why you're fearless and some examples of your best project management work.