

Junior Account Manager, Media Team

Who We Are

Me:Mo is a team of 40 digital marketing specialists, social media experts, seasoned PR professionals, and creative content creators. We partner with leading restaurant brands and dynamic independents, shaping their communication strategies to help them stand out in a competitive market.

We take pride in fostering a vibrant company culture with regular team gatherings, great perks, a strong work-life balance, and professional development opportunities designed to support both personal and career growth.

The Role

As our Media division continues to grow, we're looking for a **Junior Account Manager** to support the delivery of PR and influencer campaigns across a portfolio of hospitality clients.

Working closely with Senior Account Managers and Directors, you'll help manage day-to-day client activity, support press and influencer outreach, and ensure campaigns are delivered smoothly and on schedule.

This role is ideal for someone with PR agency experience who is organised, proactive, and passionate about hospitality, media, and culture.

You'll gain hands-on experience across traditional media, digital publications, and creator partnerships while developing strong client management and campaign delivery skills.

Key Responsibilities

Client Support

Assist in the day-to-day management of client accounts, supporting the team to ensure campaigns are delivered effectively and on schedule.

Press & Influencer Outreach

Support the development and distribution of press materials, media pitches, and influencer outreach to secure coverage and partnerships.

Campaign Coordination

Help coordinate campaign activity including press send-outs, influencer visits, and brand activations.

Media & Influencer Relations

Build relationships with journalists, editors, and creators across hospitality, lifestyle, and culture.

Event Support

Assist in organising and delivering media events, press dinners, and influencer experiences.

Coverage Monitoring & Reporting

Track press and influencer coverage, compile coverage reports, and support campaign analysis.

Content & Writing

Draft press releases, pitches, and client communications with guidance from senior team members.

Industry Awareness

Stay up to date with trends across hospitality, media, and social platforms.

What We're Looking For

- **2-4 years' experience** in PR, communications, or a related agency environment.
- Strong interest in **hospitality, restaurants, food, and culture**.
- Excellent written and verbal communication skills.
- Highly organised with strong attention to detail.
- Comfortable managing multiple tasks and deadlines.
- Confident building relationships with media and influencers.
- Proactive, collaborative, and eager to learn in a fast-paced agency environment.

Why Join Us?

- **Competitive salary: £30,000-£40,000 depending on experience**
- Hybrid working with flexible core hours
- A sociable, engaging, and supportive work environment
- Office location at Great Western Studios - bright and stylish office with creative, hub-style collaboration
- Work laptop provided
- Generous annual leave - 30 days inc bank holidays + paid birthday day off + closed between Christmas and New Year Summer Friday's - 4:00pm finish during summer hours
- Clear career progression pathways with significant growth potential, our ambitions for growth are clear

- Regular socials, including two all-annual socials, department-specific gatherings, and the opportunity to attend client events
- Monthly employee recognition scheme with prize attached

Join us and be part of shaping the next generation of hospitality media and storytelling.