



Junior Account Executive

Team: Medical Societies

Reporting to: Senior Account Manager / Senior Account Director

Salary: £24,000-£25,500

About Beyond

Beyond are a PR and communications agency that inspires positive behaviour change to improve people's health and well-being. We are experts in brand and product promotion, developing public health and disease awareness programmes, and supporting medical societies across the full spectrum of their activities.

We are part of Synaptiq Health, a collection of individual, best-in-class agencies and consultancies with offices throughout Europe and the US. Beyond have office locations in both Sussex and London, with opportunities to work flexibly across either office or from home.

We are rooted in our core values of **IMAGINATION, COLLABORATION, EMPOWERMENT, INTEGRITY** and **AGILITY**, and seek to hire extraordinary talent in those who not only hold these same values but have a passion to succeed, deliver and grow.

The role

Beyond are looking for a driven individual to join our team as a Junior Account Executive within our Medical Societies team. With a client portfolio across a number of therapeutic areas, you will deliver a range of PR and communication campaigns, including press and media relations, disease awareness projects, social media activity and content creation.

Key responsibilities

Under the guidance of a Senior Account Manager and/or Senior Account Director, you will be expected to deliver results in a fast-paced environment and complete a range of activities:

Writing and media relations:

- Providing support across a range of activities, including managing press offices at international medical society congresses across the fields of gastroenterology, transplantation, neurology and dermatology
- Working closely with colleagues to create press releases, opinion editorials, newsletters, reports and supporting communication materials
- Liaising with health media and developing strong relationships with journalists, influencers, policymakers and other key stakeholders

Creative, digital and social media:

- Developing and executing digital and social media content to engage with target audiences on a range of topics and disease areas
- Liaising with our creative team to produce engaging visual materials, such as videos, infographics, social media assets and websites

Client liaison:

- Being a key player in day-to-day client account activity, with support from senior team members

- Ensuring we manage project timelines effectively and meet deadlines that have been agreed with our clients
- Monitoring and reporting on the success of campaigns

Agency participation:

- Contributing to meetings, idea generation and proposals within the Medical Societies team and across the wider agency

Required knowledge, skills and expertise

- Undergraduate degree
- Ideally a period of relevant work experience
- Has an interest in healthcare
- Strong communication and interpersonal skills, with the ability to present and speak with confidence
- Strong writing skills
- Exceptional attention to detail
- Creative thinker
- Self-motivated, with the ability to make decisions and use initiative but also to make sound judgement on when guidance and support is required
- Team player
- Ability to work flexibly, under pressure and in a fast-paced environment
- Open, investigative and ready to learn new skills
- Capacity for understanding financial and budgetary activities
- Good computer skills, including MS Office applications
- Must be prepared to occasionally travel for work, including abroad and over weekends

Rewards and benefits

Here's a glimpse of some of the fantastic perks we offer at Beyond:

- **Hybrid working:** As well as working from home, benefit from catching up with the team in either our Sussex or central London offices
- **Flexible hours:** Early Friday finishes to kick-start your weekend
- **Time off:** Enjoy 25 days of annual leave and get your birthday off too! Plus, on top of your holiday allowance, we close for 3 days between Christmas and New Year to ensure you have a relaxing break. And if you're still wanting more, there is the option to purchase up to 5 extra days of annual leave
- **Long-term rewards:** After 5 years of dedicated service, you're eligible for a 6-week paid sabbatical to explore your passions and return rejuvenated
- **Family matters:** Embrace the beautiful journey of parenthood with our enhanced maternity and paternity policies
- **Financial security:** We've got your future secured with life assurance, private medical insurance, and a pension plan with up to 7% employee/employer contributions
- **Social events:** Enjoy plenty of social activities throughout the year, including our Christmas party and annual summer two-day event
- **Extras:** Unlock access to exciting perks through Vitality

We look forward to hearing from you!