

About Kekst CNC

Kekst CNC was formed in late 2018 when two of the world's premier strategic communications firms, Kekst, founded in 1970, and CNC, founded in 2002, combined their teams and capabilities to build the leading global strategic communication consultancy worldwide. Our global team of more than 250 experienced professionals serve clients from our 13 offices in New York, London, Munich, Berlin, Frankfurt, Brussels, Paris, Tokyo, Seoul, Hong Kong, Dubai, Abu Dhabi and Stockholm where Kekst CNC is JKL. As trusted advisors, the firm brings expertise on such high stakes matters as: M&A, shareholder activism and governance, crisis communications, restructurings, regulatory investigations, litigation support, investor relations, IPO communications, issues and reputation management, change management and employee engagement, as well as digital and social communications. Kekst CNC is part of the Publicis Groupe, the world's third largest communications group.

To support our Team in our office in **London** we are hiring fulltime

Digital Associate / Senior Digital Associate (m/f/d)

About the Role:

We are looking for high-performing Digital Associates to join and contribute to a growing and ambitious organisation. If you are experienced in social media analysis, content marketing, and strategic communications, and are ready for the next step in your career, then this could be an exciting opportunity for you to contribute to a high in demand service in an integrated PR consultancy.

This role will support the Corporate and Financial Communications Consultants, Directors and Partners deliver an array of work for our varied group of clients across a range of industries. Working on multiple national and global mandates, the role will support in key areas while we strive as a business to develop our Associates into the next generation of Consultants/Directors/Partners of Kekst CNC. You will form part of client teams from day one and be expected to contribute on a tactical and strategic level.

Main Responsibilities:

- Plan and execute social media campaigns, including ongoing content calendar management, managing social media channels, and measuring the results
- Understand Search Engine Optimization (SEO), to advise on content creation and ongoing website maintenance
- Be a confident and enthusiastic writer, to craft articles and blog posts on behalf of clients, as well as advising on different blogging styles
- Either have an existing understanding or have a keen ability to learn about social media advertising, including targeting and supporting sponsored posts through content
- Have a keen interest in continually developing Kekst CNC's digital capabilities, including experimenting with new tools and methodologies to deliver client programmes and create new service offerings
- Perform social media analysis with experience using tools such as Pulsar, Audiense, Sysomos, Hootsuite, etc
- Draft communications materials, including communications plans, press releases and presentations
- Support the planning, organisation and management of various events including interviews, media roundtables, and press conferences
- Build and maintain excellent client relationships and continuously deliver work that exceeds our clients' expectations

- Develop and nurture a strong network with relevant stakeholders, including online influencers, and other key contacts
- Deal with high pressured and time sensitive situations
- Develop excellent client knowledge and understanding – to give concise, accurate overviews of each client’s business, communications objectives, digital and PR strategy
- Be confident to support consultants shape content marketing strategies and creative content implementations in predominately the corporate and business to business space
- Stay up to date with trends, issues and challenges that affect clients' businesses and industries, through social media mentions, media coverage, and regulatory developments
- Develop a clear understanding of the role and responsibilities in each client team, and how these contribute to overall client strategy

Requirements:

- Minimum of 18 months professional experience in strategic communications, either at a PR Agency or at an in-house communications role
- Bachelor’s Degree in Strategic Communications, Business Administration, Political Science or any other relevant field
- Digital and social media capabilities, including content creation, social media listening, community management, paid media management and influencer campaigns
- Experience of using industry tools, with capability and enthusiasm to learn. Previous industry tools may look like or be similar to Pulsar, Factiva, Quid and Moz.
- Be able to demonstrate past projects worked on, including digital strategy and creative content programmes
- Excellent verbal communications and presentation skills
- Fluent spoken and written English, additional language skills are a plus
- Excellent attention to detail, enthusiasm, strong organisational skills, ability to multi-task and work as part of a team in a fast-paced environment
- Strong command of all Microsoft Office programmes
- Demonstrate the right to work in the UK

What we offer:

Kekst CNC offers an inspiring working atmosphere, characterized by the highest level of professionalism in a challenging environment, lots of fun at work and an open corporate culture. The London office is a sociable and dynamic workplace and continues to grow at a rapid pace. Although you would be based in London, you would assist cross-border mandates and interact with clients and colleagues all over the globe. In addition to exciting development opportunities, we offer a competitive salary, bonus scheme and benefits package.

Please send your resume and cover letter, or any questions related to the role, to the following e-mail address: career-emea@kekstcnc.com

The recruitment process will consist of several steps, such as interviews, verbal and written tests and reference check. We look forward to your application!