## Account Manager - Instinctif Partners Public Affairs Ireland

We are driven by the ability to make a difference. Instinctif Partners Public Affairs Ireland is a leading government relations and public and corporate affairs consultancy in Ireland. Working with local and international companies, our role is to identify the trends, direction and likely outcomes of various legislative and political initiatives in Ireland and to act on these initiatives in collaboration with our clients.

Working across a range of sectors and using our extensive knowledge of decision-making procedures in Ireland, we deliver a comprehensive service that includes policy analysis, engagement, strategic information services, advice, public relations campaigns, coalition building and profile-raising activities.

We are looking for a talented, ambitious and driven Account Manager to support our exciting public affairs and public relations work in Ireland. This position is perfect for someone who is interested in progressing their career in public affairs and public relations within a growing consultancy, working across a wide range of sectors.

The successful candidate will possess a strong knowledge of the Irish political and media landscape, including a general interest in current affairs, policy development and the legislative system. They will be responsible for leading on managing, developing, and executing overall public affairs and public relations programmes for prominent clients. Knowledge of the political / policy landscape in the EU and UK will be considered an advantage.

#### Responsibilities Include But Not Limited To:

Lead on the development, management and execution of overall public affairs and public relations programmes for clients

Build proactive and positive relationships with clients

Quickly understand, assimilate and communicate complex new policy positions

Develop and maintain strong relationships with journalists to maximise exposure opportunities for clients

Draft consultation responses, position papers, amendments, press releases, speeches, announcements, reports and presentation materials, etc. sometimes under a tight timeframe

Provide input and insight into campaign and programme strategies

Identify and set-up opportunities for engagement with policy makers on behalf of clients.

Initiate and manage creative digital and social media content strategies, including advising, monitoring, and reporting on same

Plan and create media angles for effective story pitching

Provide support to drive new and existing business and manage pitch process

Conduct new business research and be able to leverage your knowledge to present insightful analysis

Work closely with colleagues across global offices on new business opportunities and on current clients

#### Job Requirements:

3rd level degree, preferably in journalism, law, political communications, or public relations

At least 5 years’ experience in a PA / PR / Communications consultancy or in-house environment is essential

Strong knowledge of the Irish political, policy and media landscape, including a general interest in current affairs and the legislative system

Experience of providing leadership for specific clients or on specific campaigns

Excellent copywriting, editing and proofreading skills, including experience in developing policy documents, position papers, communications strategies, and press materials

Strong understanding and experience of digital communications and social media

Proven ability of to work across multiple, diverse sectors, including prioritisation of your workload and meeting tight turn-around times when required

Experience working on PR and media relations campaigns, including an ability to ‘pitch a story’ and communicate effectively with traditional and online media

Proven ability to work well as part of a tight team but also to use own initiative and creativity to drive work forward

#### Our Success Is Underpinned By Our Values:

1. Truth always matters - We listen hard before speaking. We tell the truth to our clients and ourselves, building trust through transparency and honesty.
2. Respect creates trust - We respect each other, embracing diversity of background and opinion, while treating others with kindness. We respect our clients and this fosters the trust that enables us to tell the truth.
3. Challenge makes change - We challenge each other and our clients to stay ahead of change in our accelerating world.
4. Growth creates strength - We understand the commercial imperatives of our business and the businesses of our clients; we support and empower them and each other on the path to growth.
5. Responsibility benefits all - We want to be a force for good within the societies in which we operate, while encouraging our clients to articulate their purpose beyond profit.

#### Employment Type:

Full-time, permanent

#### Application Process:

Please email a cover letter (outlining why you feel you are a good fit for Instinctif Partners and details of your five years’ experience working in public affairs or public relations), along with a copy of your CV to elaine.bardon@instinctif.com by November 11th 2022.