

## Job Details

<b>Job Title</b>	Media Trainee (Ref:222)	<b>Line Manager(s)</b>	Toby Hutchins, Account Director	
<b>Salary</b>	£18,000 per annum + benefits		<b>Start Date</b>	Spring 2019
<b>Department</b>	Communications Planning		<b>Closing date</b>	8 <sup>th</sup> Feb
<b>Location</b>	Nova House, 3 Ponton St, Edinburgh (occasional travel to Manchester possible)			
<b>Hours</b>	37.5 per week	<b>Permanent or Fixed Term</b>	Permanent (3 month probationary period)	

## Job Purpose

As a media trainee at Republic of Media, your job will be to assist in the planning and buying of advertising communications campaigns for our clients. Working in the comms planning team, you will be in a client-facing role while also developing skills as a media planner and buyer. This is a graduate role, and is a fantastic opportunity for the right candidate to progress rapidly within a structured training & development programme

## Job Description

The principle role of the Communications Planning department is to analyse data from multiple sources to generate insights that feed into media planning decisions and strategies. As a graduate trainee, you'll be trained in various media analysis tools, and taught how the media buying industry works. Understanding consumers is at the core of our business. As you progress, you'll be expected to create media schedules and other client documents so accuracy is paramount. Managing data, you will support the comms planning and account handling team and help them respond to client briefs to get the best results for the campaign. You will build key external relationships with a variety of media owners across all media including TV, digital, press, outdoor and radio. From these media owners, you will also negotiate and buy media space.

## Required Competencies

<b>Required Competency</b>	<b>Our Expectation:</b>
<b>Communication</b>	You should be able to articulate ideas and thoughts in an effective and concise manner. We expect you to make positive contributions to the business in both agency and client meetings. Written and oral communication must be of a very high standard.
<b>Knowledge</b>	This is an entry level role suitable for a recent graduate (minimum 2.2 degree required) so previous work experience is not a necessity, but an interest and enthusiasm for advertising is. A relevant degree in marketing, media studies, or digital media (for example) would be beneficial, but not essential. We are looking for a candidate that fits well with the team first and foremost, from there the ability to learn quickly will be all important.
<b>General</b>	There is a requirement to deal with large amounts of data accurately so ideally our Media Trainee will be both analytical and highly numerate. You will have an inquisitive nature and be interested in consumer behaviour. You will also be responsible for buying of media space, so negotiation skills, tenacity, and a self-starting attitude are essential. Republic of Media is an independent agency that is always looking to it's staff for inspiration, an entrepreneurial spirit and a willingness to get involved therefore is also important.

## Who are Republic of Media?

Republic of Media is a Freethinking independent communications planning and media buying agency with offices in Manchester and Edinburgh. We provide effective solutions across paid communications channels to advertisers in various sectors including FMCG, gambling, finance, public sector and more. Republic of Media delivers market-leading performance through value-focused buying, backed by understanding and insights. An IPA (institute of practitioners in advertising) member agency, we have been trading for over 6 years and are one of the fastest growing independent media agencies in the UK. We guarantee a structured programme of personal development to enable you to carve a career in media, a competitive salary, plus the challenge and excitement of joining a new and fast growing agency.

**Contact details:** Apply by sending a CV and short cover letter (with Ref:222 in the subject line) to [jobs@republicofmedia.co.uk](mailto:jobs@republicofmedia.co.uk)