

Job Details

Job Title: Media Trainee (First Role Trainee Program)
Line Manager: Claire Mathieson, Account Director
Salary: £18,500 per annum + benefits
Job Ref: Edi0921
Department: Communications Planning
Location: 4th Floor, Nova House, 3 Ponton Street, EH3 9QQ (Occasional travel to Manchester required)
Hours: 37.5 per week
Employment Term: Permanent (6 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 First Role Trainee Program role so the right candidate will progress rapidly within a structured training and development programme. "This is a First Role Trainee Program role so the right candidate will progress rapidly within a structured training and development programme. Typically, first role trainees will be graduates with an honour's degree in any discipline, however we welcome applicants from diverse cultural and work backgrounds and will consider non-graduate applicants who have different but equivalent experiences. Media Trainee's will typically progress to Comms Planning Executives within an 18 month timeframe.

Job Description

The role of a media trainee is to analyse data from multiple sources to generate insights that feed into media planning decisions and strategies. As a first role 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. 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.

Required Competencies

Required Competency	Our Expectation:
Communication	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.
Knowledge	This is an entry level role so previous work experience is not a necessity, but an interest and enthusiasm for media and advertising is. A relevant degree in marketing, media studies, or digital media (for example – minimum 2:2) 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.
General	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 its staff for inspiration, so an entrepreneurial spirit and a willingness to get involved is therefore also important.

Who are Republic of Media?

Republic of Media is an independent communication planning and media buying agency with offices in Manchester and Edinburgh. An expert team of media planners and buyers, we deliver effective business orientated solutions that generate growth for clients in sectors including gambling, retail, FMCG and public sector. Our values define who we are and the type of people we're looking for: Progressive, United, Open, Positive and Agile. Our recent awards include the Marketing Society Scotland's Gold Media Award & Star Agency of the Year, The Drum Digital Trading Awards' coveted Grand Prix Award and consecutive top 50s in Campaign Magazines Best Places to Work (in adland) report.

An IPA (Institute of Practitioners in Advertising) member agency, we have been trading for over 9 years and are one of the fastest growing media agencies in the UK. We guarantee a structured programme of personal development (CPD accredited) to enable you to develop a successful career in media, a competitive salary and clear pathway to promotion, plus the challenge and excitement of joining an ambitious, fast growing agency.

Contact details: Apply by sending a CV and short cover letter quoting Job Ref: Edi0921to clairem@republicofmedia.co.uk

Recruitment agency candidates will not be considered for this role.