



## Job description.

### Account Manager / Senior Account Manager

### Netflix Originals Team

#### Our company

At Organic, film and television is what we love. We hire people who are passionate and have energy and enthusiasm for the industry we work in.

We're a communications agency specialising in PR for the entertainment industry. We surround our clients' content with small teams of experts who collaborate to be productive, responsive and accommodating. We build exciting campaigns around content of all kinds targeting audiences that will love them. We've been around for nearly 20 years so we have strong roots in our industry, but we approach all our work with a fresh, innovative and forward-thinking approach that enables creativity to thrive. We believe that in order to be successful partners for our clients, we need to be **experts** in what we do; be **creative** in the way that we think; and be **nice** to work with on every campaign.

Our values are built around **Togetherness, Diversity, Inclusion** and **Passion**. We subscribe to the concept of **All In**. All In is our commitment to building a truly inclusive culture full of diverse people, thought and perspective. We oppose all prejudice and discrimination and are active in our pursuits of creating a culture that is representative of the different communities and intersections within Organic, Havas and the wider industry, community and society.

#### The role

You'll report to **Account Director / Senior Account Director, Team Netflix**

You will have a minimum of **4 years' experience in UK publicity for Account Manager / 6 years' experience in UK publicity for Senior Account Manager**.

The Account Manager is the backbone of any team. This role is trusted to lead clients through day to day campaigns. You'll be called on to lead smaller projects and support the broader team on more complex ones. Communication is key. You'll need to manage up effectively, so everyone understands the progress you're making but also train and nurture those less experienced. You will be working right across Netflix's slate of original content, including film, series and unscripted. We're looking for someone with either Film or Television PR experience, and/or someone who has worked with distributors or streamers, either in house or at an agency.

Netflix is one of the world's leading entertainment services, with 300 million paid memberships in over 190 countries enjoying TV series, films, and games across a wide variety of genres and languages. Members can play, pause and resume watching, as much as they want, anytime, anywhere, and can change their plans at any time. This is a chance to join a dynamic, high performing team who work as an extension of Netflix's in house publicity team and are responsible for making Netflix's series and films famous in the UK.

## Your goal

**Build brilliant and effective campaigns. Make your clients want to work with you again.**

Get everything running smoothly. Be creative, innovative and proactive in all you do.

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## Your generalism

Every **Account Manager** needs to bring a core set of skills to the table.

1. **Be proactive** – develop and implement processes that improve the day-to-day running of the team and/or a particular project – being proactive and creative in your approach
2. **Add value** – get out of your comfort zone, pitch your ideas and contribute thinking.
3. **Attention to detail** – check everything, then check it again. Even if you didn't do it.
4. **Bring the energy** – and be prepared to keep a cool head when working under pressure.
5. **Be organised** – you'll be handling a high volume of workload with a significant level of accountability, so you need to be an excellent juggler and able to identify priorities in a high-pressured environment.
6. **Be a team player** – we work in teams almost all of the time so you need to be dependable.
7. **Be strategic** – it's not about blanket coverage; it's targeting the right audience, the right way
8. **Be open** – to new ideas and new ways of thinking – proactive and creative in your approach
9. **Be a negotiator** – Be confident with pitching and executing delivery of coverage with media and social media influencers.
10. **Be a delegator** – ability to delegate to the AEs/SAEs and drive the day to day efficiency
11. **Be a networker** – make time for clients, attend events/functions to get to know your industry peers.
12. **Ability to be flexible** - Willing and able to work on projects outside of your comfort zone

## Your specialism

As part of the **Netflix Originals Team**, you'll need to become an expert in these areas.

1. **Maintaining and developing exceptional relationships** with media and social media influencers across all sectors of film, arts, entertainment, news, lifestyle and culture
2. **Building strong relationships** with clients and stakeholders across film, television and streaming.
3. **Supporting your team** on the various film project and retainer accounts
4. **Leading meetings** with clients and proactively set up agendas, both internally and externally.
5. **Coaching and mentoring of junior staff** to help manage their time and focus.
6. **Identify target press and influencers for pitching** according to demographics, circulation and followers, subsequently pitch out feature ideas and talent.
7. **Writing and sending press releases** and screening invitations.
8. **Running a press office** and planning all aspects of a press junket, including multi-talent schedules and logistics including cars, hotels and groomers.
9. **Collation, reporting and analysis** of coverage and campaign status and effectiveness.
10. **Developing proposals and strategies** for your projects or pitches and presenting ideas to clients.
11. **Placing exclusives and syndicating assets**, proactively following up to secure coverage
12. **Management and booking** of screening rooms, spaces and logistics for events and activations.



13. **Attending events, junkets, screenings and activations** and managing confirmations, press hospitality/check-in/ accreditation.
14. **Media management of premieres** writing media alert, managing accreditation, running press line, syndicating materials and post event sell-in/press release.
15. **Line management of AE/SAEs** to include regular check ins, bi-annual appraisals, goal setting and holiday approvals.
16. **Be involved in the interview process of potential candidates, as guided by the senior team**, for new hires within your department
17. **Contribute** to ideas/brainstorms/pitches outside of projects you are directly working on, in order to offer valuable, experienced insight to the wider agency
18. **Occasionally work outside of standard working hours** at screenings, set visits, premieres, junkets and international film festivals.
19. **Feed into agency Goal setting with proactive initiatives and positive ideas** around the key pillars of People, Work, Clients, Reputation and Growth.
20. **Share your knowledge, learnings and experience** with the broader team and contribute to the training and development of your less experienced colleagues.
21. **Be passionate** – show a keen interest and knowledge of entertainment content, particularly film and television.

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## Our shared values

**Togetherness:** We all get stuck in to get a result. We support each other, as experts, with humanity and compassion. We have fun together, which feeds into the creativity of our collaborative work.

**Diversity:** Difference makes us strong.

**Inclusion:** Everyone feels welcome and comfortable to be themselves.

**Creativity:** Everyone contributes. All ideas welcome. Think big!

**Passion:** We all care deeply and love our work. Live, eat, breathe entertainment.

**Expertise:** We know our stuff. We share our knowledge. We encourage and nurture.

**Respect:** We respect our team, our clients, our industry peers. We are kind, accommodating and nice.

**Flexibility:** We ask you to be adaptable and to work outside of 9.00am-5.30pm working hours on occasion.

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*Job descriptions are reviewed annually as part of performance reviews to ensure they remain relevant – August 2025*

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**Date posted:** Thursday 14 August

**Application closing date:** Monday 25 August, 6pm

**Interviews:** Initial interviews to be held w/c 25 August, in person  
Second interviews TBC

**Contract:** Permanent, Full time, to start October 2025 (date tbc)

**Location:** Havas Village London, 3 St Pancras Square, London, N1C 4AG  
Hybrid working. We operate a hybrid working model, with at least x3 days in the office. Further details will be explained by the hiring manager



**Salary:** £35,000 - £45,000, depending on experience

*Please note that if applying for this role you must already have the Right to Work in the UK.*