



## **Job Title:** Account Manager at Maverick Content Studio

### **Overview:**

We're building an epic content and social media agency and need a top-tier Account Manager. The primary purpose of this role is to deliver world-class client service, ensuring satisfaction, alignment, and momentum through every step of the relationship.

To be clear, this is not a social strategist or creator. We have them. We love them. But this is a different, equally critical function. This is a role for a sharp operator, someone who thrives on structure, keeps projects and people moving, and builds strong client relationships. You're equal parts project manager, communicator, and creative problem solver. 🚀👥🎨

### **THE WORK:**

- Foster a deep understanding of the client's business and their day-to-day operations.
- Create detailed project plans, including timelines, deliverables, and resources required.
- Track project progress against the timeline, ensuring deadlines are met.
- Ensure all deliverables meet the agency's quality standards and client expectations.
- Regularly seeks out ways to add value to the client/agency relationship
- Own the client relationship, operating as the lead point of contact for any communications with clients including emails, phone calls, decks and deliverables.
- Lead regular status meetings with key client stakeholders
- Task management and prioritization of client requests to ensure projects are delivered on time
- Collaborate with the internal content team to support ideation and creative concepts
- Continuously assess and improve project management processes and workflows.

### **THE PERSON**

- 3-5+ years of experience in client services or accounts at a brand, or creative agency
- Proven track record of successfully managing and growing client accounts
- Adept communication and interpersonal skills, able to effectively collaborate
- Skilled in the creative process and ability to provide creative direction and feedback
- Ability to handle multiple projects and deadlines simultaneously
- Immaculate attention to detail and eagerness to offer best-in-class service
- No ego - all fun! We are building a different kind of Superteam
- Be a fun and positive team player
- Ambitious - Doesn't need to have their handheld, self-starter

- Passion and interest in social media, content creation, YouTube, podcasts and more

## **WHY MAVERICK**

- Comp: \$50-60k+ annually
- Flexible hours with an emphasis on a results-driven culture
- 4 weeks paid vacation + 16 paid Holidays + off Christmas week :)
- Maverick HQ is in Winter Park, FL, we are in the office on Tues and Thurs
- Annual professional development reimbursement (courses, conferences, and more, \$500)
- Annual fitness and wellness reimbursement (equipment, shoes, membership, etc., \$500)
- Strong purpose-filled culture with regular team events and activities

**TO APPLY:** Head over to <https://tinyurl.com/Maverickcareers> and click some buttons!