

ACCOUNT EXECUTIVE

I Imagine Studio, Inc. Location: **Evanston, IL** Reports to: **Managing Director**

Overview:

I Imagine Studio, an award-winning fast-growing marketing and advertising agency with offices in Evanston, IL and Santa Monica, CA is seeking an Account Executive. Position requires a minimum of 3-5 years of professional marketing or advertising experience with a proven ability to manage, accounts and client relationships. Should be adept at multi-tasking in a busy, deadline-driven environment. Excellent communication and writing skills are required, with proven experience developing proposals, marketing plans and strategic recommendations.

Why I Imagine Studio?

I Imagine Studio has a highly entrepreneurial culture providing sold professionals with an opportunity to work on a variety of clients and projects led by a team of senior consultants and subject matter experts in the industry. The agency's model is rooted in a focused approach with dedication to a select number of clients at a time.

We work with mid market size organizations that share three similar things in common:

- 1) Their products and services are designed **to improve the overall quality of life** in the following areas: natural and organic products, fitness and well being, innovative, sustainable and green architectural products, financial health among others.
- 2) Company, which make **social responsibility** an important part of their agenda.
- 3) Our best clients look for innovation, creativity and the dedication provided by boutique agency.

An ideal candidate:

- Must be a very effective communicator, strong copywriter and be able to thrive in a fast-paced environment working on multiple projects.
- Goal oriented, strategic thinker, collaborator with excellent organizational skills.
- Team player who is not afraid of challenges in order to grow and learn.
- Self-motivated with a keen enthusiasm for strategy and marketing communications.
- Detail-oriented with ability to multi-task, delegate and meet tight deadlines.
- Solid project management skills; ability to coordinate, prioritize and handle multiple projects simultaneously.
- Actively seeks additional projects/new business from client contacts. Continually looks for opportunities to add value.
- Must have undergraduate or higher degree in Advertising, Marketing, Public Relations, or Communications.
- Must have at least 3-5 years of professional experience.

Daily Responsibilities:

For our clients:

- Working on marketing programs with a team of seasoned consultants or independently. This includes strategies, marketing communications, direct mail, on-line and off-line campaigns and others.
- Manage clients and vendors relationships with a support of administrative staff.
- Work with IIS creative team to ensure on strategy work, oversee quality control of final deliverables.
- Constantly seek innovative ideas to develop marketing recommendations that will set our clients apart from competition.

For our agency

- Proactively provide support to Managing Director with new business opportunities including industry and competitive research, utilizing IIS established methodology and support staff to develop business presentations and proposals. Participate in client meetings and new business development pitches.
- Identify, develop and update content for IIS internal and external communications.

Great benefits: annual bonus and health insurance.

Resume submission:

Please e-mail resume, cover letter and salary requirements to **careers@iimaginestudio.com**. Resumes received without salary cannot be considered. No telephone calls please.