**Structure**

* Reports to: Senior Account Manager/Account Director (TBC)
* Member of: Technology Practice, London

**Graduate Trainee, Technology**

**Job Description**

**The Team**

Our team is obsessed with exploring and articulating the ways in which technology is changing every aspect of the world we live in. Our 25 technology sector specialists live and breathe the trends and issues around cybersecurity, artificial intelligence, IoT, Fintech, hardware, SaaS, telecoms, IT consulting, unified communications, cloud computing and more. While that sounds like a long, potentially scary, list what it really means is that we love taking what seem like dry, technical topics, figuring out why they matter and making them easy to understand by non-technical audiences.

As a team, we believe strongly that we are a sum of all our parts – we pride ourselves on a broad spectrum of talents, experiences and expertise which all come together to tackle complex tasks and deliver outstanding results. We highly value positivity and community – we are always there for each other, during the good times and especially during the bad ones.

**The Work**

Our clients span both business and consumer audiences, but we know that ultimately all people make better decisions when they are confident, they understand what’s involved, who they’re buying from and what’s at stake – so that’s what we help our clients articulate about their business, their brand and their products.

Our portfolio varies from some of the world’s largest technology brands to up and coming industry challengers. Whether it’s exploring the role of artificial intelligence in modelling the future of healthcare, or finding creative ways to talk about the inner workings of elevators, or working with an Oscar-winning cinematographer to raise awareness of the part data storage plays in creating art, our days are always different, but rarely ever dull.

With technology rapidly becoming an inextricable part of every industry, our work spans multiple sectors, from healthcare, financial services, automotive, marketing, entertainment and even law. This variety, along with our belief that the best communications programmes are integrated, mean our team members have the chance to contribute to, and learn from, a whole host of people and practices.

**Role Overview**

This is an exciting opportunity to join one of the biggest and fastest growing teams in the agency, to work with a range of B2B and B2C clients – from the world’s leading tech brands to fast-growth scale-ups across a range of sectors including telco, IT services, enterprise software, data storage, cloud computing, fintech and health innovation.

You will be responsible for driving media coverage, crafting high quality content, supporting new business activities and ensuring the smooth running of the administrative and operational aspects of accounts.

You will support multiple client accounts from day one, supporting account teams to drive results through media relations, executive profiling, content development, social media and events support.

You will also play a role in supporting the team on new business and marketing efforts to continue to grow the practice and portfolio of clients we have. See [here](https://fhflondon.co.uk/work/) for current case studies.

**Your day to day:**

* Developing media target lists, research around the news agenda and finding creative angles to promote stories
* Media relations, pitching stories to journalists and drafting writing press releases and bylines
* Assisting in the coordination of events such as press conferences, media briefings, analyst meetings, media tours and trade shows
* Assisting with the drafting of client proposals and/or media materials: plans, presentations and reports
* Support in creating key press materials including press releases, social media content, briefing documents and coverage reports
* Supporting campaign & programme development through relevant research and contributing ideas to planning meetings and brainstorms
* Researching client and competitor products and services to feed into client strategy/new business proposals
* Reporting and providing analysis on the results of online/offline campaign activities
* Actively contributing to new business initiatives

**A little bit more about us**

As an [agency](https://fhflondon.co.uk/careers/) we offer a whole host of additional benefits from private medical and financial consulting to inhouse massage and wellness clinics. We care about the whole you: your physical and mental health, your family, your development, your longer-term aspirations, your wallet and even your gigs outside of work – for more details see [here](https://issuu.com/fhflondon/docs/fhf-benefits-booklet)

Check our [Insta](https://www.instagram.com/fhflondon/?hl=en) feed to get a feel for the day to day.

We are committed to creating an inclusive work environment with a diverse workforce. All qualified applicants will receive consideration for employment without regard to race, religion, ethnicity, gender identity, sexual orientation, national origin, disability or age. As an agency we celebrate individuals’ strengths and ambitions - both professionally and personally - encouraging you to be yourself and bring your personal passions to work.

Joining FHF brings the benefits of belonging to a top global network whilst enabling individuals to grow in a genuinely entrepreneurial environment. Not to mention our Gold PR Week Award for ‘Best Places to Work’ (2020)!

We are part of the [Omnicom Group](https://www.omnicomgroup.com/) (NYSE:OMC), the leading global advertising, marketing and corporate communications company.

We treat your data in the strictest confidence. For further information our Data & Privacy policy is located on our website at http://fhflondon.co.uk