

Digital Account Manager - Remote

Hi there!

Enilon is growing! We're looking for an experienced Digital Account Manager to join Enilon's Client Partnership team.

Working as an experienced team member, the Digital Account Manager reports to the Director of Client Partnerships, owns the client relationship for their respective accounts, oversees their digital programs' holistic strategy, and ensures consistent quality service and product delivery. The Digital Account Manager is the central point of knowledge for all activity related to an account and is responsible for the overall program success, account growth, profitability and client satisfaction.

About Enilon:

Enilon is a **work-from-anywhere** digital marketing agency headquartered in Fort Worth, TX and founded in 2005. We take our work seriously and partner with our clients to deliver data-driven, consumer focused digital programs.

About You:

What motivates you:

- You love looking at the big picture of digital marketing programs and driving the strategy that helps the programs achieve their goals
- You love to work with a brilliant and highly collaborative team
- You love to work with clients and deeply understand the nuances within different businesses and organizations to help navigate successful digital marketing programs.
- You love to help build digital marketing programs and be responsible for their success
- You like to work somewhat independently, where you can manage your day to the best completion of your work
- You are goal-oriented and enjoy putting pieces together and testing strategies to achieve the best results possible for the program
- You love to constantly learn about digital marketing advancements, stay on top of your game, and educate others on your learnings

About the position expectations:

- Effectively manage client relationships and provide key strategic guidance - which strengthens relationships and ensures impactful work
- Develop full knowledge of all factors (internal and external/market) affecting the client's marketing & business goals and plans, as well as full knowledge of the client's current marketing/business situation

- Manage large digital marketing budgets and develop accountable digital programs to deliver business results in collaboration with a team of specialists
- Lead the internal teams on account programs and projects, serving as the client representative to ensure all work is done on strategy and meets client's requirements and expectations
- Manage the client throughout the life of projects and programs. Always setting very clear expectations, being deeply knowledgeable of the schedule and expected deliverables to ensure the provided deliverables meet the internal team's needs and aids in project efficiency and success
- Be very detailed oriented, organized, and have strong problem solving abilities. This particular client work is very detailed in nature, has a lot of small moving pieces, and also needs someone who can help navigate through roadblocks to keep work moving forward
- Manage the account budgets and forecasting and work with finance to approve all invoicing
- Provide support on additional accounts as needed
- Participate in Business Development pitches as needed

Your experience:

- Bachelor's degree preferred, with coursework in related area (marketing, communications, advertising)
- 5-7 years Account Management related **digital agency** experience – **emphasis on digital is required**
- Experience working with full digital programs including Digital Strategy, Analytics, SEO, Paid Media, Content, Website
- Experience working in collaboration with a project manager
- Strong interpersonal, written, verbal communication skills
- Ability to prepare client decks (often ppt) and confidently present information
- Strong familiarity with Google Analytics – bonus points for certification
- Ability to work effectively and motivate a cross-functional dynamic team environment
- Ability to maintain a positive, professional demeanor at all times
- Attention to detail, ability to proofread
- You must have a reliable home-office or remote working space available for focused work and video conferencing
- Previous remote working experience preferred

Benefits and Culture:

- Work from anywhere in the U.S.
- Competitive pay
- Excellent Health Benefits. Benefits start the first day of the month after the hire date
- Matching 401k up to 4%
- 10 Paid holidays per year
- Unlimited PTO
- Daily dedicated "do not disturb" time for everyone
- Strong Life/Work balance philosophy