

Digital Project Manager - AVT Connect

Salary: £25,000 to £27,000 depending on skills & experience

AVT Connect is a leading live event and digital media communications agency based in Brighton.

Our mission is to help organisations engage with and inspire audiences through fresh, focused and effective live events and digital communications.

With a unique mix of experienced live event specialists and the next generation of digital communicators, we are seeking to recruit a Digital Project Manager to join the team.

Job Description:

This is a fantastic opportunity for an ambitious individual to join a friendly and creative working environment. The successful candidate will be project managing a variety of webcasting, virtual meetings and e-learning projects to organisations around the globe.

As a senior member of the Digital Team, the Digital Project Manager will help take the business to the next level. You will be allocated key client accounts which you will be expected to manage and grow.

Key areas:

- Project manage webcasts, e-learning solutions and micro-site production
- To ensure projects are delivered to quality, timescale and budget expectations
- To plan, schedule and manage project tasks, resources and teams
- Open up and develop new business opportunities with prospects and existing clients
- Present and lead at client meetings, sales presentations and pitches
- Draft new business and existing client proposals and tenders
- Think strategically to refine and market the AVT Connect digital service portfolio

Skills Range:

- At least 2 years experience and a proven track record in project management / account management (within a digital environment)
- Strong commercial awareness and an ability to understand a project's business drivers
- Ability to manage multiple projects concurrently and prioritise workload accordingly
- Excellent communication skills, both face-to-face and written
- Personal attributes
- Dynamic, entrepreneurial, ambitious, self-motivated and results focused
- Ability to connect with clients at operational, strategic and management levels
- Excellent knowledge of the latest digital communications technology, including online video, webcasting, e-learning programs and social media, will also be required

AVT Connect will provide all the necessary internal training and support to the right candidate.

Additional Information:

If your skills and experience meet with our requirements we will contact you to arrange an interview.

To apply, please email your CV and a covering letter explaining why you are suitable for the role of Digital Project Manager to jobs@avtconnect.com

Strictly no agencies

Live Events

Webcasting

E-Learning

Video Production

Brighton (Head Office) AVT House, Stone Street, Brighton BN1 2HB t: +44 (0)1273 299001

London (Canary Wharf) Level 33, 25 Canada Square, London E14 5LB t: +44 (0)20 7515 1999

Directors: P.C.Orpen R. St Clair Jones J.D.Fox Registered Office: 3 Pavilion Parade, Brighton BN2 1RY Registered No: 1196354