



Account Manager –Sheffield based - Job Description

Birchwood & Co Case Management Ltd is looking to recruit a part time Account Manager to assist in the business, planning and overseeing current, new business and marketing initiatives. Prior work experience in healthcare is essential and personal injury/medical negligence and/or case management is a benefit.

Account Manager Benefits

- Part-time up to 4 days per week
- £32,000 pro rata
- Health insurance
- Expenses
- Working for a supportive and innovative company
- Homeworking/office (Sheffield) and flexible hours/days
- 25 days annual leave pro rata

Account Manager

- Overview of responsibilities:

- Proven and current track record in New Business and Development.
- Helping identify marketing trends and key opportunities for innovation.
- Demonstrate a pro-active approach to developing new business, delivering consistent growth in sales and profit by developing and implementing sales plans to achieve agreed targets.
- Identification and development of new projects and Customers in line with the company's sales growth objectives.
- Contacting potential clients to establish rapport and arrange meetings.
- Researching organisations and individuals to find new opportunities.
- Increasing the value of current customers while attracting new ones.
- Finding and developing new markets and improving sales, working alongside marketing assistant.
- Attending conferences, meetings, and industry events.
- Training personnel and helping team members develop their skills.
- Collaborating with managers, internal teams, clients, and partners on marketing strategy.
- Helping identify marketing trends and key opportunities for innovation.

- Assist with identifying appropriate promotional opportunities - exhibitions, sponsorship or advertising leads and take an active part in the implementation of these.
- Assist with the active use of social media channels/digital platforms (LinkedIn, website, twitter) with appropriate materials to enhance audience and client engagement.
- Some travel required (including London) within working days. All expenses paid.

Business Development Manager Requirements:

- Ability to manage complex projects and multi-task
- Bachelor's degree in business, marketing, or related field and/or experience in sales, marketing, or related field. Experience in healthcare, case management preferred.
- Strong communication skills and IT fluency.
- Ability to manage complex projects and multi-task.
- Excellent organisational skills.
- Ability to work alone with minimal guidance and be proactive.