

Client Content Manager

About the role:

The Client Content Manager will be responsible for overseeing the delivery of content projects in line with client briefs. They will work as part of the LWM Create team, reporting to the Head of Content Production.

Once a project has been briefed in, the Client Content Manager will manage the process from initial project planning to distribution, working with internal teams to ensure the required client deliverables are produced to a high standard. These deliverables will span the full range of asset management content formats we offer clients, including videos, articles, microsites, infographics and roundtable events.

The role requires the ability to effectively manage communication with clients and internal stakeholders, setting out clear schedules and objectives, independent decision making and a high attention to detail. As the product owner, the Client Content Manager is responsible for the successful delivery of client projects, this can include contributing to design ideas, timecoding videos, writing distribution copy and uploading features.

Each project will be different, so the role offers a great opportunity to work across different mediums, a broad range of clients within the financial services sector and directly influence the content output!

Key responsibilities:

- Plan and co-ordinate client projects to brief.
- Main point of contact between clients or external stakeholders and internal teams (i.e. Sales, Marketing, Production, Editorial, Audience Development).
- Product owner leading the delivery of high-quality content.
- Create campaign distribution schedules and collate required copy for emails/social media.
- Gather post campaign reporting for clients.

What you will need:

- Project management experience (content management experience is an advantage).
- Experience in a client facing role.
- Excellent communication, organisational and written skills.
- A keen eye for detail.
- Ability to confidently lead projects and contribute ideas.
- Ability to work constructively with clients and internal stakeholders.
- Knowledge of WordPress, Adobe software, video editing tools a plus.
- Understanding of the financial services industry useful but not essential.

If you wish to apply for the position, then please send your CV to:

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