



Biddable Media Executive

We are the behavioural planning agency.

At the top, where it should be:

At Total Media we are committed to diversity & inclusion and providing equal opportunities for everyone. We are dedicated to ensuring our processes are free from any form of discrimination or bias, right from the application process to life as part of the Total Media Team!

A bit about us

Total Media is a leading independent UK and international media agency that connects people to brands. Our media strategies are based on people's behaviours – understanding how audiences think, feel and act – so that we reach them contextually, during the moments that matter.

We work across the full spectrum of media planning and buying, with fantastic media teams dedicated to client servicing, broadcast, publishing, digital, data and content production.

Clients

You will be working across a wide range of our clients, and verticals. Examples of our clients are Epson, Investec, Paysafe, FMCG brands.

The role

The Total Media Biddable Team are responsible for the planning and buying of digital media advertising campaigns across search and social media channels. This involves working closely with the wider media teams (TV, print, digital display, posters etc.) and planning teams to deliver integrated campaigns.

This role is central to the whole team, responsible for supporting the planning, buying and administration of media campaigns across a range of clients.

Based in our London office (although working remotely initially) and reporting into a Biddable Manager, the Biddable Executive will be working with the whole team, providing support on activating digital campaigns, providing reports and learning on the job about our behavioural planning approach.



Anita Lusanska
Head of Biddable

Meet the hiring manager

Anita has been with Total Media for the past 8 years.

"I love the perks of working for an independent agency, the opportunity to learn about cross channel, across a wide range of verticals and be inspired every day. There is always something new I get to test and discover. I also like the independent agency environment, friendliness, team socials and frequent training opportunities"

Key Responsibilities

The ideal candidate will have some experience setting up and managing search/social ads. They will also have a demonstrable passion and understanding of digital media and marketing - particularly within Facebook & Google, which is essential for the right candidate- as is a desire to upskill quickly.

You will be assisting the team with setting up campaigns for their clients, to ensure their media activity goes live on time and as planned. You will also be involved in reporting on the results of these campaigns, and responsible for the financial admin involved in buying and paying for media activity.

Key responsibilities will include:

- Working closely with the Biddable Manager and supporting them and the team across key clients.
- Understanding digital plans and transferring them to bookings.
- Helping the team with media planning, buying and campaign administration on Search & Social.
- Ah hoc support including weekly/monthly reporting, PCAs and optimisation of activity.

About You

You should be able to demonstrate a keen passion for all things media, especially the digital landscape and technology.

You demonstrate curiosity and energy in your approach and have excellent communication skills.

The ability to multi-task with a high level of attention to detail and the ability to work independently.

You must have strong numerical and excel skills with GCSE maths and English at levels 4-9.

Our Values

WE VALUE INDEPENDENCE & Individuality
The way we trade, how we work and the partners we work with means our clients stand out from the crowd and shine.



WE ARE ADVENTUROUS
Bring it on! We're bold with our decisions, we try new things and we push boundaries.



WE ACT WITH INTEGRITY.
We do the right thing – even when nobody is looking.



WE ARE A TEAM.
We enjoy what we do and have fun doing it together!



The benefits

Pension

Once you've been with us for 3 months you'll be enrolled into our pension scheme. We'll match your contributions up to 5%.

Private Medical Insurance, healthcare and life assurance

When you've passed your probation, you have the opportunity to use our private medical insurance, healthcare and life assurance schemes.

Referral scheme

Know a fantastic candidate for Total Media? We pay a bonus of £1,000 to any eligible member of staff who introduces an applicant who is employed as a result.

Interest free season ticket loan

Travel costs can be eye-wateringly expensive. We can provide you with a season ticket loan once you've passed probation.

Holiday entitlement

Your holiday entitlement will be set out in your contract, and once you've worked with us for over 12 months, you'll also get a day off for your birthday.

Charity/Volunteering entitlement

We think people who volunteer their time for charitable causes deserve a little recognition. We give staff a "charity day" off for charitable work.

IPA Qualification Support

The Institute of Practitioners in Advertising run various qualifications throughout the year, both online and offline. We support our members of staff in obtaining these qualifications in every way we can.

Childcare vouchers

Juggling work and your family can be challenging and we want to ensure we provide as much support as possible. This is why we are part of the Government's Childcare Voucher Scheme which helps parents and carers to pay for childcare.

The perks

- + Flexible working based on core hours of 10am-4pm
- + Fantastic training programme including inspirational talks organised by our CEO, Guy Sellers
- + Subsidised activities and trips from the agency's resident social club, The Fun Factory (including office drinks on a Friday, quiz nights and sponsoring team events)
- + A company weekend away each year
- + Brilliant Summer and Christmas parties
- + Wellbeing Wednesdays (offering initiatives like spending time with dogs from a local charity, reiki sessions and free healthy food)
- + Free fruit

Life at Total Media



Total Media employs over 120 people: here we are at one of our annual Christmas parties, which are always legendary.



Our CSO, Lucas Brown organises a walking trip every year which is always good fun!



Work hard, play hard. There are numerous opportunities to get involved in sporty pursuits.

The office



Our beautifully bright Head Office is situated in the heart of Soho. We also have offices in Manchester and Solihull