



Job Title: Portfolio Sales Account Manager
Department: Grand Designs Live
Report to: Sales Manager

About Us

Established in 2003, Media 10 have fast become one of the leading players in the media and events industry, as a result of running some of the most iconic and successful events in the country. From Grand Designs Live to Clerkenwell Design Week. From the Coronation Festival to Destination Star Trek, we have worked with many partners including Channel 4, ITV, BskyB – even The Queen!

Events and experiences that win hearts, minds – and awards. We create, develop, and deliver them whilst entertaining millions and transforming industries. Event organiser of the year, 6 years on the trot, we are running with over 100 awards and counting. 1 in every 50 adults of the UK population will visit a Media 10 event.

The Brand

The Grand Designs Portfolio is a live, print and digital cross platform portfolio, based on the hugely successful Channel 4 TV series, presented by design guru Kevin McCloud. The portfolio embraces the values of the TV show and delivers stylish, unique and inspirational consumer content.

Grand Designs Live has established itself as the UK's number one consumer show for design and innovation for the home. We launched the show in 2005 and it's been hailed 'the UK's most successful exhibition launch in the last decade'.

What is expected of you:

- Ensure sales targets (personal and product) are achieved above and beyond each month
- Have a solid understanding of the digital sales process, with the ability to share knowledge with members of the team
- Know your stuff: industry, competitor analysis, publications, key brands, Media 10, what's best for your clients, inventory, digital targets – and how to increase revenue year on year
- Know your figures: digital target, revenue, year on year comparison, yields, availability, number of clients, new business and retention
- Be responsible and take the lead on solving problems and issues as they arise: amendments, accounts, managing cancellations
- Develop and grow the existing client base and spend
- Actively and intelligently seek new business opportunities
- Ensure all new business is followed up and turned into repeat business
- Ensure the quality of exhibitor is kept at the highest achievable level and matched to all shows and products
- Managing clients before, during, and after the show
- Communicating with your director to ensure sales targets are being achieved
- Back management decisions publicly and suggest constructive ideas
- Implement a strategy/vision for your client
- Communicate with the team ensure your knowledge is shared
- Ensure CRM is kept up to date at all times
- Maintain and increase business development – increase new lead sources
- Build client relationships – client management, client retention
- Enforce company policy and procedures

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- Be present at all Media 10 events within the Consumer portfolio, irrespective of the fact they may overlap into a weekend

What you are good at:

- Lead from the front and set the standard – be the first in and the last out (office and shows)
- A professional networker
- A strategic and proactive thinker and planner
- Organised with an eye for detail
- Team player
- Problem solving
- Honest and have integrity

What we will do for you:

- Make you feel like part of a family
- Know your name – you're not just a number here
- Encourage you to develop your skills, strengths and career
- Recognise your contribution and hard work
- You will get to work on the best brands in the industry
- Make sure you're never bored
- Love our company parties
- Make sure you have fun – because we do have fun