



Account Executive

Company Description

C.O.nxt is a 100% employee-owned communications agency full of farm kids and foodies coming together to create fresh and unexpected solutions driven by deep insight and strategy. We serve purpose-driven brands who stand out in the ag and food industries—from the seed in the ground to the steak on the plate—because that’s what we’re passionate about. Full service. Full hearts. For the love of food.

Position Description

As an Account Executive, you will assist in executing all aspects of client service. You are detail-oriented and budget savvy. As the link between the agency and clients your mission will be to understand your client’s goals and anticipate future needs. You will utilize the agency’s resources to meet agency and client needs.

What Makes This a Great Opportunity?

- You will be part of a mission-focused team-based agency that is a strategic marketing and communications consultant for leading brands spanning food and agriculture
- Culture of positive core values – Caring, Courageous and Committed – used to guide interaction with clients and each other
- Continuous learning environment valuing ideas, collaboration and results
- Casual, friendly work environment with flexible work options
- Dogs every day—employees can bring their dogs to work any day of the week

Essential Responsibilities

- Collaborate with agency teams to brainstorm strategies, tactics and campaign elements— including creative, digital, media and PR—to develop communications plans
- Work with a cross-functional team to implement plans and projects that align with client strategy and budget, including tactics like event management, social and digital efforts, sales support, collateral development and other related marcomm activities
- Meet and build relationships with clients to understand their current and future needs
- Learn the client’s business and gain an understanding of key issues, competitive situation and industry trends
- Work on multiple accounts and manage status reports and multiple projects in a fast-paced environment, consistently meeting deadlines
- Solve problems and negotiate resolutions
- Monitor client budgets and invoicing, address and resolve invoice concerns
- Follow agency processes and best practices
- Stay current on new marketing trends and industry activities to help bring new ideas to internal team and client

Experience we are looking for:

- 2 – 4 years of integrated marketing experience
- Understand or have worked in an agency environment
- Exposure to and/or expertise in the agriculture and/or food industries
- Strong spoken and written communication skills



- Ability to write tactical plans
- Highly organized with good project and budget management skills
- Professional manner and ability to gain trust and respect of clients and co-workers
- Strong business sense and the ability to make decisions for the benefit of the client and agency
- Advanced MS Word, Excel®, PowerPoint® and Outlook® skills
- Ability to travel occasionally
- Bachelor's Degree required