



Company: Summit Strategy Group (www.summitstrategygroup.net)

Title: Account Executive

Location: Remote or Sacramento, CA

Summit Strategy Group is a California-based consulting firm that specializes in ESG, sustainability, corporate reputation, and public affairs.

We are seeking a driven communications professional interested in gaining experience in the fields of public affairs, corporate communications, and issues management.

As part of the Summit Strategy Group team, you will:

- Be a part of a dynamic and growth-oriented consulting firm with unlimited potential for growth and professional development.
- Manage accounts and execute a variety of client work, including, narrative development, grassroots organizing, media relations, stakeholder engagement, research, and content development.
- Work closely with top professionals in the industry, engage directly with clients and work hand-in-hand with communications, research, and ESG experts
- Report to the Public Affairs team, managed by Managing Director and Senior Director
- Provide project management and coordination of special projects, as needed.
- Track progress and document client deliverables and support account management and organization
- Work in a remote, fast-paced virtual environment.
- Assist with company communications, marketing and promotion, as needed.

Ideal candidates will have a desire to learn, problem-solve and think quickly on their feet. Applicants with a diverse background are welcome and experience working in the communications field (either agency or in-house) is a plus.

We are an equal opportunity employer with competitive compensation. This position will be temporarily remote as our offices remain closed during the COVID-19 pandemic, and candidates should be prepared to work from our Summit Sacramento office once COVID-19 shutdown measures cease.

Candidates should send a resume and cover letter to careers@summitstrategygroup.net

About Summit Strategy Group, LLC

Summit Strategy Group is a California-based consulting firm specializing in corporate reputation, issues management, crisis communications, ESG and sustainability. Our founding principle is that every client deserves and requires a custom-built team of the best talent: Agile thinkers equipped with precision tools that yield crucial insights necessary to navigate and succeed in today's constantly evolving landscape. Our unique business model allows us to deploy bespoke client teams of world-class talent when and where they are needed, and to scale according to client requirements.

Summit Strategy Group is an equal opportunity employer and makes all employment decisions on the basis of merit, qualifications, and abilities.

Summit Strategy Group shall recruit, hire, train, and promote in all job titles, including interns, without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, registered domestic partner status, marital status, sex (including pregnancy), sexual orientation, gender, gender identity (including transgender identification), gender expression, age for individuals over forty years of age, military and veteran status of any person, or any other consideration made unlawful by federal, state, or local laws ("protected characteristics").

###