

# Senior Account Supervisor / Director (Media Relations)

Client Services | Remote

[Stellate Communications](#) is hiring a **Senior Account Supervisor or Director (Media Relations)** to help lead our client services team supporting scientists, research institutions, and foundations working at the frontiers of science, health, technology, and social impact.

These are senior leadership roles for experienced communications professionals who are energized by strategic partnership, mentorship, and shaping high-impact work. Ideal candidates will have significant experience in media relations with demonstrated success in securing media coverage and building productive relationships with journalists.

Stellate is a full-service strategic communications firm working at the intersection of science and its impact on the world. Guided by empathy, integrity, agility, and excellence, we believe science isn't done until it's communicated — and we're committed to helping ideas move from insight to influence.

We encourage candidates to [apply by February 13](#).

## About the Roles

**Senior Account Supervisors** are senior client leaders who independently oversee multiple accounts while mentoring team members and contributing to agency growth. This role represents the transition from mid-level management to executive leadership and prepares leaders for top-tier strategic, operational, and people-management responsibilities. Senior Account Supervisors report to an Executive Partner.

**Directors** are established senior leaders responsible for driving client strategy, strengthening partnerships, and expanding Stellate's visibility and impact. Directors lead a portfolio of key accounts, guide media strategy across teams, advise senior clients on high-stakes communications, and contribute to business development and thought leadership. This role combines deep media expertise with agency leadership and long-term strategic vision. Directors report to an Executive Partner.

While these are senior roles focused on strategy and leadership, Stellate leaders stay close to the work. Our senior team sets direction and standards, but also knows when to step in, roll up their sleeves, and support their teams when priorities shift or clients need something quickly. No task is beneath our leaders when it comes to delivering excellent work and supporting one another. Both roles are ideal for confident, collaborative leaders who want to shape how science makes its way into the world in service of a healthier future and more sustainable planet.



## What You'll Do

- Independently oversee multiple client accounts and cross-functional teams
- Serve as a senior strategic lead and primary client partner across multiple engagements
- Guide account strategy to ensure alignment with client goals, scientific context, and the broader communications landscape
- Oversee project scopes, timelines, budgets, and quality standards
- Provide high-level review and strategic feedback on written, digital, and presentation materials
- Step in to support execution when needed—helping teams manage workload spikes, tight deadlines, or urgent client needs with flexibility and shared ownership
- Setting and evolving media relations strategy across client portfolios
- Advising senior leaders and subject-matter experts on media engagement and narrative positioning
- Strengthening relationships with top-tier journalists and outlets
- Lead or support onboarding, training, and mentorship of junior and mid-level team members
- Foster a collaborative, supportive team culture grounded in accountability and excellence
- Contribute to new business efforts, including pitches, proposals, and relationship-building
- Identify opportunities to deepen client partnerships and expand Stellate's impact
- Represent Stellate externally at conferences, professional meetings, and industry events

## Who You Are

We recognize that strong candidates bring a range of experiences and career paths. If you meet many, but not all, of the qualifications below, we encourage you to [apply](#).

- Significant experience in media relations, journalism, public affairs, or strategic communications—ideally in science, health, research, or mission-driven sectors
- Demonstrated success in securing media coverage and building productive relationships with journalists and outlets
- Strong understanding of the U.S. media landscape, including how science and health stories are developed, framed, and distributed
- Ability to translate complex scientific or technical topics into clear, compelling narratives for public audiences
- Experience advising senior clients or subject-matter experts on messaging and media engagement
- Sound judgment and discretion when working on sensitive, complex, or high-visibility topics
- Demonstrated ability to lead projects and cross-functional teams
- Strong mentorship and people-leadership skills, with a supportive and accountable management style
- Professional fluency in English (written and spoken)



## Experience Expectations:

### **Senior Account Supervisor** candidates typically bring:

- 4+ years of professional experience in science, academic, healthcare, or research communications
- Increasing responsibility in account leadership, strategy, and team management

### **Director** candidates typically bring:

- 6+ years of experience in senior communications, client service, or agency leadership roles
- Demonstrated success contributing to business development, strategic growth, or high-level client strategy
- Experience leading multiple teams or large, high-visibility client engagements

### Preferred (not required):

- Advanced degree in a life or natural science, or equivalent combination of education and relevant experience

## Benefits & Compensation

- Fully remote
- Salary range: \$100,000–\$125,000 USD annually, depending on role and experience
- Paid time off: 22 vacation/sick days per year, with annual accrual based on tenure
- Holidays and office closures: ~17–20 days per year
- Annual office stipend: \$3,500 USD

### U.S.-based employees:

- 401(k) with company match up to 4%
- Health, dental, and vision insurance with company contributions

### Employees outside the U.S.:

- Benefits provided through a local employer of record and vary by country in accordance with local laws and standard practices

## Additional Requirements

- Ability to work a regular schedule within 9:00 a.m.–6:00 p.m. U.S. Eastern, Central, or Pacific time zones
- Consistent availability during business hours for real-time collaboration with clients, media contacts, and team members
- U.S.-based employees must be authorized to work in the U.S. at time of hire; visa sponsorship is not available
- Candidates outside the U.S. may be hired through an international employer of record, where available

### Our Commitment

Stellate Communications is an equal opportunity employer. We are committed to building a team that reflects a diversity of backgrounds, perspectives, and experiences. We consider all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, age, or any other protected characteristic.

### How to Apply

Candidates should apply by submitting [our online application](#). At this stage, we won't be reviewing applications received via email, and we are unable to schedule informational meetings due to the volume of interest.

