



Ashville Media Group Ltd



#JOB-2451185

ASHVILLE MEDIA GROUP LIMITED, UNIT



55, Pk W Rd, Pk W Ind Pk, Dublin 12, D12

X9F9



No of positions : 1



Paid Position



37.5 hours per week



36605.00 Euro Annually



03/06/2026



01/07/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : Anna.Wojcik@ashvillemediagroup.com



Open your camera app & point here to view this ad online



Business Development & Campaign Operations Specialist

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Employment details:

Location: Dublin, Ireland | Type: Full-Time, Permanent (100% In-Office)

Job Purpose:

Drive growth through market research, AI-driven campaign architecture, and operational administration. Working on-site with the Operations Team, you will design, execute, and monitor multi-channel campaigns while supporting internal departments to streamline business processes.

Key Responsibilities:

Business Development & Research: Conduct market research and data analysis to identify target demographics. Formulate research-backed plans for upcoming marketing campaigns, utilizing advanced AI methodologies to map structures and forecast performance metrics.

Campaign Rollouts & Administration: Execute multi-channel outreach spanning social media, email, and outbound calls. Collaborate with Creative, Sales, and Tech departments to manage end-to-end rollouts. Build and maintain customized Gemini Gem Agents and AI workflows to optimize planning, script generation, and customer segmentation. Track workflows using centralized management tools.

Business Process Support: Evaluate and optimize core business processes across all internal departments to troubleshoot bottlenecks and introduce automation. Manage the digital architecture of events using the OpenWater platform. Oversee backend administration, content updates, and operational health of WordPress websites. Supervise Media Monitoring tools to track brand sentiment.

Creative Design & Implementation: End-to-end creation and management of social media campaigns. Apply editorial design principles to create visually compelling layouts for magazine advertising and digital publications. Execute high-level word processing and reporting.

Training & Upskilling: Design and deliver internal training programs to upskill staff across all departments on new AI tools, software platforms, and standardized operating procedures (SOPs).

Job Requirements & Qualifications:

Experience: 2+ years of experience in business development support, marketing operations, or

campaign administration. Proven track record of supporting cross-functional teams and optimizing business processes. Bachelor's degree in Business, Marketing, IT, or a related field preferred.

Project Management: Advanced proficiency in Monday.com for setting up operational dashboards, tracking cross-departmental KPIs, and managing workflows.

AI Tools: Hands-on experience in Gemini Gem Agent creation and prompt engineering for business research and structural planning.

Event Tech: Administrative experience with OpenWater or equivalent enterprise ecosystems.

Web & Content: Technical familiarity with WordPress website administration and professional word-processing software.

Productivity Suites: Expert proficiency in G Suite (Google Workspace) for documentation and cross-team data management.

Design & Media: Practical experience in magazine advertising editorial design, layout generation, and media monitoring supervision.

- **Sector:** other service activities

Career Level

- Managerial