



Example of Analyst Relations Manager Job Description

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Our innovative and growing company is searching for experienced candidates for the position of analyst relations manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for analyst relations manager

- Provide end-to-end management of strategy, analyst relationships, and execution for a product line
- Be a trusted partner internally with the ability to staff analyst meetings and tours, provide first level feedback to spokespeople and senior executives, share thoughtful notes with stakeholders, own follow-up, suggest next steps, and contribute to strategy
- Ability to create briefing documents and maintain contact both internally and externally
- Understand the value of marketing back to build relationships with internal clients and stakeholders
- Partner internally to build and deliver great content and assets, good judgment on quality of content and who would find it useful, and the ability to measure effectiveness of content
- Demonstrate excellent judgment for company's best interest, strong situational analysis, and the ability to negotiate
- Be a great team player - willing to jump in and help others, take on new responsibilities and projects
- Willingness and ability to travel 25-40% of the time across North America
- Plan interactions
- Perform briefings on a regular basis with regional key analysts, and respond

Qualifications for analyst relations manager

- Position will be located in Mountain View CA or Culver City, CA
- 5-8 years of combined press and analyst relations experience in the tech industry
- Natural tendency to invent, simplify, and take innovative approach to AR
- Ability to take complex concepts and messages and transform into an audience-resonating story
- Ability to link PR/AR plans and activities to business results
- 3+ years of experience gained working directly with cyber security products