

Job Title: Account Executive

Organization: St. Gabriel Communications, d/b/a Iowa Catholic Radio Network

Reports To: Executive Director

Supervises: None

## **Position Summary**

Iowa Catholic Radio Network, a ministry of St. Gabriel Communications, continues to experience growth in our listenership, and requires a mission-driven Account Executive who is a dynamic and faith-filled leader who is focused on spreading the gospel of Jesus Christ through our apostolate. The Account Executive is responsible for growing Iowa Catholic Radio Network's underwriting, sponsorship and digital marketing revenue by cultivating, selling, and managing relationships with business and nonprofit supporters. This role combines strategic account management with sales execution, ensuring all messages comply with FCC non-commercial broadcast rules while advancing the Network's mission.

This position is ideal for a mission-driven professional who can build long-term partnerships, deliver excellent client service, and contribute to the growth and sustainability of a faith-based media ministry.

## **Key Responsibilities**

### Sales & Account Management

- Identify and cultivate new underwriting prospects (businesses and nonprofit organizations)
- Manage existing underwriting accounts to ensure satisfaction, retention, and renewal
- Develop and present proposals tailored to sponsor needs and audience reach
- Meet monthly, quarterly, and annual underwriting revenue goals

### Compliance & Quality

- Ensure all underwriting messages comply with FCC non-commercial broadcast rules
- Review scripts for regulatory compliance and alignment with Network values
- Coordinate with Programming Director and Development Director for message scheduling

### Collaboration & Strategy

- Work closely with Development, Programming and Marketing teams to align underwriting campaigns with fundraising initiatives
- Provide insights for pricing, packages, and marketing strategy
- Represent Iowa Catholic Radio Network at community events and business networking opportunities

## **Qualifications**

### Required

- Proven sales experience, preferably in media, broadcasting, or nonprofit development
- Excellent relationship-building and communication skills
- Strong organizational skills with attention to detail
- Familiarity with FCC underwriting rules or willingness to learn
- Practicing Catholic in good standing with the Church

### Preferred

- Non-profit or faith-based sales experience
- Experience managing staff or volunteers
- Knowledge of broadcast, digital, and streaming media platforms

### **Compensation & Benefits**

- Competitive salary (range negotiable, based on experience)
- Benefits include: Medical, Dental, Vision, HSA option, Paid Vacation/Holidays/Sick Leave, 401(k), Life Insurance, AD&D, Long-Term Disability

### **Success Metrics**

- Underwriting revenue growth and retention
- Number of new accounts acquired
- Compliance with FCC underwriting regulations
- Quality of sponsor relationships and satisfaction
- Contribution to Network fundraising initiatives

### **Work Expectations**

- Full-time, on-site position in Des Moines
- Occasional evening or weekend events for networking or live broadcasts
- Ability to travel locally to meet sponsors

### **Apply**

- Submit resume and cover letter to [deaconmark@iowacatholicradio.com](mailto:deaconmark@iowacatholicradio.com)
- Optional: portfolio or past sales/fundraising examples.
- Applications reviewed on a rolling basis until the position is filled.