



NEW TO MEDIA

APPRENTICE JOB
SPECIFICATION



WHO ARE THE7STARS?

ABOUT THE7STARS

the7stars started life in 2005, with just three employees, and a strong belief that advertisers deserve better. A more honest way of trading, full accountability and the best people servicing clients. We set out to create the best media agency in the UK, building long term client relationships, and an unrivalled culture that attracts only the best talent.

Now the UK's most successful independent media agency, billing £440m annually and with a team of 300 and counting, we are growing faster than ever. Our efforts have not gone unnoticed - we have won both Campaign and Media Week's Agency of the year three times in the last six years, as well as being named the Winner of Campaign's Best Places to Work 2025 along with being a Sunday Times Best Company to work for, over the last ten years. A testament to our long-term commitment to being a great employer.

We have built the agency based on a clear set of values; first class client servicing, transparent trading and putting people above process. Working across a variety of sectors, from music to retail, we continue to win new business each year – offering advertisers a better solution.



"The difference in our industry is the people, so overinvesting in our staff to ensure they are happy, full of energy and motivated is without doubt the best way to deliver the very best quality of work for our clients, and this is something we know they appreciate."

Jenny Biggam
Co-Founder

THE APPRENTICE ROLE

WHAT IS A MEDIA AGENCY?

With an industry not well known to the outside world, you might just be wondering what a media agency does? We plan advertising to reach the right people in the right place at the right time... all for the right price. We're not in the business of creating the ads as this is a creative agency's responsibility. We buy advertising space at the best price for our clients, making sure that audiences are exposed to our brands, and helping to deliver business results.

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THE ROLE

Working at the7stars is fast paced and varied, no matter what team you're in. We often have roles across a variety of teams in the agency. These are broken down into key disciplines: account management, TV specialism, digital specialism, data and insight. Although day to day work will vary, depending which team you're in, we'll expect you to carry out some key responsibilities;

REPORTING:

Using multi-media systems to monitor competitor activity, examine audience behaviour and demographics, and to implement and evaluate campaigns.

ESTABLISHING MEDIA OWNER RELATIONSHIPS:

Liaising with media owners, keeping informed of the latest developments within their sector and building strong relationships to deliver the best value for our clients.

ADMINISTRATION:

Keeping on top of finance, bookings, competitive reporting, campaign analysis, client updates and weekly client reports.

INDUSTRY KNOWLEDGE:

Keeping up to-date with both media and wider industry news to keep the agency and clients informed with relevant and interesting information.

CONTRIBUTING TO AGENCY LIFE:

We encourage employees to get involved in wider areas of the business, through our leadership teams. This can be anything such as new business pitches, supporting our Foundation, PR, events planning or researching consumer and market trends.

START DATE:

This application is for our September 2026 start date.

ROLES AVAILABLE: PLANNING & ACTIVATION TEAMS

PLANNING

This role is an opportunity to join one of our core planning teams as a Planning Account Apprentice, supporting across planning, coordination and performance for key clients such as Greene King and the Current Account Switch Service.

This is an all-channel planning role with clients who focus on the full media landscape from AV and OOH to Social and Paid Search. A passion and desire to learn how integrated media across the full funnel contributes to delivering results, is crucial.

You will be working with a team of planners and channel specialists across the organisation, as well as multiple client stakeholders. The ability to build and maintain positive working relationships, adapt communication style and collaborate effectively will be key to success.

Experience in a fast-paced environment would be highly beneficial with an ability to demonstrate strong organisational skills, effective time management and confidence working across multiple tasks in parallel.

ACTIVATION

As part of the Activation teams at the7stars, you will help bring media plans to life and support the delivery of high-quality campaigns for our clients. Working across channels such as TV, digital, social, search, audio and partnerships, you will support the accurate booking, delivery and optimisation of campaigns, using data and technology to ensure everything runs smoothly. You will work closely with Planning teams, clients and media partners to turn ideas into real activity, learn how campaigns perform and help deliver brilliant outcomes that support our clients' business goals.

You will bring a genuine interest in media, advertising and how campaigns work, alongside strong organisation and attention to detail. You will be comfortable working with numbers, systems and data, communicate clearly and confidently, and feel willing to ask questions as you learn. A collaborative and positive approach to teamwork is essential, as well as curiosity, independence and a strong desire to develop and grow within the role.

THE APPRENTICE PACKAGE

WHAT WE WANT FROM YOU

We're looking for the brightest and the best, and while we don't expect you to know the ins and outs of our industry we are looking for enthusiastic candidates with an appetite to learn. Being prescriptive isn't our style, but we do have some key skills and characteristics we look out for including:

- Strong communication skills
- Analytic skills
- Critical thinking
- Problem solving
- Team work
- Creativity
- Diligence

WHAT WE PROVIDE YOU

From day one you'll be treated just like any other employee, with access to a range of benefits, unlocking even more once you pass your 6-month probation.

- £29,000 salary
- 6-month probation/onboarding period
- Continuous training
- Extensive benefits package, including:
 - Uncounted holiday
 - Monthly mental health days
 - Free gym membership
 - Free breakfast
 - Healthcare insurance
 - plus many, many more



APPLICATION PROCESS

STAGE 1: APPLICATIONS CLOSE

Friday 3rd July 2026 (11.59PM)

(But we encourage you to apply as early as possible as we mark continuously so next steps will be shared if

successful before 3rd July, however all applicants are given the same opportunity & we won't stop reviewing prior to the 3rd July 2026)

- Apply online here at Creative Alliance.
- Share your CV & Cover Letter detailing why you would love to work at the7stars and enrol onto an apprentice scheme, and if there is any team you're particularly drawn to.
- Successful candidates will have a screening call with the Team at Creative Alliance.
- Candidates who screen successfully will receive our Spotted Zebra psychometric test prior to Stage 2. You will need to complete this by **Tuesday 7th July 5.00PM**.

STAGE 2: HOMEWORK

COMPLETE BY: Wednesday 15th July 2026 (11.59PM)

- Successful candidates of Spotted Zebra will be invited to complete a short homework piece covering key media topics
- The task will be shared by **Wednesday 8th July**.

STAGE 3: ASSESSMENT DAY

Wednesday 19th August 2026 (ALL DAY)

- Candidates who have demonstrated a strong grasp of the assessment task will be invited to the assessment day
- Group activities & interviews take place between 10.15am – 5pm and will test candidates across a variety of disciplines, skills & behaviours
- Please discuss with us if you need financial help with train fare

START DATE: SEPTEMBER 2026

BASED ON SUCCESSFUL APPLICANT AVAILABILITY

RELOCATING TO LONDON

We recruit students from all over the country, and understand that for many, moving to London can be quite a challenge in itself. We want the idea of starting your career and moving to London to be as stress free as possible, so that's why we've put in place measures to help every step of the way.

IF YOU ARE OFFERED A POSITION, WE WILL HELP YOU MOVE TO LONDON BY:

Giving you ample time to sort your accommodation before starting your contract. Big question is, are you moving North or South of the river? Choices!

We will pair you up with a buddy, they are here to get you started and can offer advice such as what tubes to get to work, best place to grab lunch and advice on what to do at the weekend after you've finished touring all the sights!

OFFICE LOCATION

THE7STARS UK

LTD FIRST FLOOR

THE ACRE

90 LONG ACRE

LONDON

WC2E 9RA

