

DIRECTOR OF MARKETING & COMMUNICATIONS

Tabor College is seeking a communications professional to provide leadership and management for marketing, advertising, publications, social media platforms, website, media relations, publicity and community relations activities that promote Tabor College to its various constituencies. Managing editor of the College magazine and producer of compelling content for other publications. Supervisory experience and facilitation of project management workflow for two full time employees (senior graphic designer and digital content manager), as well as student workers/interns. Oversees and provides guidance for the Integrated Marketing Committee.

Candidates for the position should possess strengths in marketing written/verbal communications, organizational skills, and multi-tasks effectively.

Qualifications:

- B.A. or B.S. degree in marketing, communications, public relations, English, journalism or related field. Master's degree preferred.
- 3+ years of experience in marketing, writing, editing, public relations, media relations or related field.
- Web content and social media management experience necessary. WordPress knowledge preferred.
- Project management and strategy activation capacity.

Rank/Salary:

Commensurate to credentials and experience.

Beginning Date: July 2020.

Candidates are requested to submit the following:

- Letter of application
- Resume
- Cover Letter
- Creative portfolio (digital samples preferred)
- Writing Samples
- A list of 3-5 references and their contact information.

Send application materials via email to mistys@tabor.edu.

Closing Date:

Review of applications will continue until the position is filled.

Tabor College is a Christian liberal arts institution with a mission to prepare people for a life of learning, work, and service for Christ and his kingdom. The successful candidate must be in agreement with the mission of Tabor College (see <http://tabor.edu/about/mission-vision-values/>). Women and Minority candidates are strongly encouraged to apply. Tabor College is an Equal Opportunity/Affirmative Action Employer. As an educational institution operating under the auspices of the United States Conference of Mennonite Brethren Churches, Tabor College is permitted, and reserves the right, to prefer employees on the basis of Religion (Title VII, Section 702-703, United States Civil Rights Act of 1964 as amended).

5/2020