

Lookout Mountain Community Services

Job Announcement

JOB TITLE	POSITION NUMBER
Marketing and Communications Specialist	
POSTING DATE	DEADLINE DATE
October 25, 2021	until filled
POSITION LOCATION	
Position will be community based	
GENERAL NATURE OF JOB DUTIES	
<p>The individual will oversee marketing and communications for LMCS and the programs and services the agency provides. They will ensure the implementation of a consistent and cohesive agency marketing campaign, including oversight of print materials and agency social media marketing campaigns. The individual will be responsible for attending events and holding events to increase the agency's visibility. They will work with other LMCS Executive level staff members to rebrand the agency and develop a strategic and robust marketing and communications plan. Flexibility of schedule, including working nights and some weekends depending on event location etc., is a must.</p>	
MINIMUM QUALIFICATIONS	
<p>Bachelor's Degree. Ability to work remotely with limited supervision and at least two years of marketing and communications work. Flexibility of Schedule.</p> <p>Preferred Qualifications: Preferred Qualifications: Bachelor's Degree in Communications, Social Work, or Marketing AND at least three years of marketing and communications experience in the non-profit sector.</p>	
HOW TO APPLY	
<p>Applicants should submit a Lookout Mountain Community Services Application to the following:</p> <p style="text-align: center;">Lookout Mountain Community Services ATTENTION: Human Resources Department PO Box 1027 LaFayette, GA 30728 E-Mail: Jobs@LMCS.org Telephone: 706-638-5580 x 4114 FAX: 706-638-5445</p> <p><i>Lookout Mountain Community Services Application can be found at www.lmcs.org or contact 706-638-5580 x 4114</i></p>	<p>Applications/resumes should be filled out carefully and completely with the last ten years of work history included. Attach documentation to support education/training/licensure certification. If your application/resume is not complete you may forfeit the opportunity of an interview. Keep a copy of your application/resume. Copying service is not available at LMCS.</p> <p>Due to the volume of applications/resumes received we are unable to provide information on your application/resume status over the phone. Applicants who are selected for an interview will be contacted to arrange for an interview. Applicants who have a disability, which require special accommodations should contact the Human Resources Department.</p> <p style="text-align: center;"><i>In-House applicants will be considered prior to applicants being considered outside the agency.</i></p>

This position may require pre-employment drug testing
An Equal Opportunity Employer