

Marketing and Events Specialist



The Cleveland Restoration Society is seeking a **Marketing and Events Specialist** to join its dynamic organization. The right individual will have 2-3 years of experience in planning events (large and small), developing sponsorships, and developing marketing opportunities to celebrate historic preservation in Cleveland, Cuyahoga County and Northeast Ohio. The successful candidate will know how to leverage opportunities for media coverage from the day-to-day excellent work of the staff and perform a range of functions.

The Marketing and Events Specialist will:

- Organize and produce at least three large events per year and an additional 6+ smaller events;
- Cultivate individual sponsors, corporate supporters and event underwriters to bring important resources for events;
- Develop marketing and communication strategies that support the organizational work of the Society;
- Develop local, regional, and national print, broadcast and social media coverage;
- Develop press releases through the approval process and release to the wire;
- Work with graphic designers in coordination with senior staff to produce print and image-related materials and resources;
- Fulfill public relations objectives with the support of senior management.

- Bring ideas and energy to the development of events that promote historic preservation;
- Develop strategies to increase membership and create meaningful experiences for members.

This position reports to the President and the Director of Development & Publications and is a full-time, permanent position.

Qualifications: Bachelor's degree in marketing and communications preferred. Knowledge of Cleveland, its history and neighborhoods, culture and architecture is beneficial. Excellent oral and written communication skills are essential. Attention to detail and strong organizational skills required. Ability to work well with others in a fast-paced office is essential to success.

The Cleveland Restoration Society is an award-winning partner of the National Trust for Historic Preservation. It offers competitive salaries and a full slate of benefits after a six-month introductory period. Please submit a cover letter, resume, college or university transcripts, and a writing sample to Kerri Broome, Director of Development & Publications, kbroome@clevelandrestoration.org no later than September 22, 2016. No calls, please.

The [Cleveland Restoration Society](#) is a member of the National Trust Partners Network. Founded in 1972, CRS uses the powerful tool of historic preservation to revitalize our diverse communities, strengthen the regional economy, and enhance the quality of life in northeastern Ohio.