



Marketing Coordinator Job Description

Youth Dynamics Adventures Oregon

Updated October 2022

Youth Dynamics Mission Statement:

To invite and challenge youth to a lifelong adventure with Christ and His church.

Position Overview:

If you desire to serve in a Christian workplace and use your skills to help fulfill the mission of Youth Dynamics, this could be a great opportunity for you.

We are seeking to hire a full-time **Marketing Coordinator** to help Youth Dynamics successfully fulfill our mission. This person will be responsible for overseeing the marketing aspect of our ministry while working alongside our Program Team to develop a strategy and plan. This includes developing promotional materials (i.e. photos/videos and mailers), managing our webpage and social media profiles, creating newsletter and phone call campaigns, and spearheading our presence at strategic marketing venues. They may develop a Marketing Team to work alongside them.

Primary Responsibilities:

1. **Leadership:** Lead and facilitate the Marketing Team, making sure that our Internal Values are being lived out within the team and team process.
2. **Team Involvement:** Actively participate and support efforts of the local Management Team.
3. **Online Presence:** Familiar with our online platforms and able to create, post, and update engaging and appropriate material for our audiences.
4. **Partnerships:** Work alongside the Program Team to develop relationships with churches and schools to increase our local presence as a ministry, and also as a recruiting resource.

Reports to: Business Manager

Supervises: Select Volunteers

Required Skills:

1. **Fund Raising:** Is able to raise and maintain personal support at 100% or better.
2. **Time Management:** Is able to plan and organize own use of time, and meet deadlines.
3. **Administration:** Able to use office computer applications and maintain systems. High level of professionalism and attention to detail.
4. **Relational:** Able to maintain healthy relationships with co-workers and constituents.
5. **Logistics:** Able to keep on schedule with mailings, calls and production schedules. Working knowledge of design software and phone systems.
6. **Communication:** Present written and verbal thoughts and ideas clearly and effectively
7. **Creativity:** Engaging and thoughtful ideas for promos, posts, and campaigns

Competencies and Qualifications:

1. Active and growing relationship with Christ.
2. Experience in Ministry Relations and Group/Customer Services.

3. A passion for reaching teens in the Northwest.
4. Experience developing promotional materials and maintaining professional telephone presence
5. Experience with project management
6. Attention to detail
7. Teachable spirit

Job Type: Full-time

Compensation - The Support Raising Journey:

Youth Dynamics partners with Support Raising Solutions (www.supportraisingsolutions.org) to offer the best and most updated training on raising personal support. You will be provided with a personal support raising coach as well as all of the necessary training to successfully:

- Raise 100% of salary, benefits, and necessary ministry expenses to meet your financial goals.
- Best-in-class training to maintain financial vitality and great donor care.
- Communicate ministry updates and progress to donor partners.

To Apply:

Please send in your resume and with a cover letter summarizing your qualifications, what you bring to this position, why you want to work for Youth Dynamics and fill out an application found on our website: yd.org. Reply by email to hr@yd.org.

Open Until Filled