



## **Marketing and Communications Coordinator**

Hazon is leading a transformative movement deeply weaving sustainability into the fabric of Jewish life, in order to create a healthier, more sustainable, and equitable world for all.

Hazon is the national umbrella organization leading the Jewish environmental movement, and the largest faith-based environmental organization in the U.S, leading the Jewish response to the climate crisis and working in coalition with other faith and cultural groups as well. Now, Hazon is merging with the strongest Jewish retreat center and JOFEE site in North America, the Pearlstone Campus just outside of Baltimore, creating a stronger organization than ever before to lead the Jewish, Outdoor, Food, Farming and Environmental Education (JOFEE) world and the Jewish environmental movement as a whole.

This position will be working to join the marketing efforts of both Hazon and Pearlstone. We have a preference for a candidate local to Hazon's offices in Manhattan, NY or Pearlstone's offices in Reisterstown, MD - though we are open to applicants in other locations. This role would require regular communication and coordination with staff based in many locations. The Marketing and Communications (MarCom) Coordinator will report to the Marketing and Communications (MarCom) Manager.

### **Responsibilities include:**

- Collaborate across Hazon and Pearlstone to unify marketing efforts
- Implement marketing needs for all departments across organizations
- Set up email blasts and social media posts for multiple programmatic areas
- Create visual graphics for use in social media and digital communications
- Manage relationships with marketing consultants for both organizations
- Edit files in Adobe InDesign, Photoshop, and Premiere
- Administer updates to both websites
- Support marketing, communications, and online fundraising efforts as needed.

## Qualifications

- 1-3 years of marketing experience, including social media, email marketing, design, website maintenance and/or other related skills.
- Exceptional writing, editing, and communications skills.
- Experience with Adobe InDesign, Photoshop, and Premiere.
- Experience with email marketing platform(s) is a plus.
- Experience with WordPress, HTML, and CSS is a plus.
- Working knowledge of Jewish concepts and community is a plus.

## How to Apply

To apply, send a resume and cover letter to [jobs@hazon.org](mailto:jobs@hazon.org) with “Marketing and Communications Coordinator” in the subject line. Applications will be reviewed on a rolling basis starting November 9, 2021.

Compensation will be \$42,000-\$50,000, commensurate with experience, including benefits package.

Frequently cited statistics show that women and underrepresented groups apply to jobs only if they meet 100% of the criteria. Hazon encourages you to break that statistic and apply.

Hazon is strongly committed to equal employment opportunities for all individuals. Hazon will make all employment decisions for staff and applicants without unlawful discrimination as to race, creed, color, national origin, gender identity and expression, age, disability, marital status, sexual orientation, alienage, citizenship or any other basis protected by law. This policy applies to all terms and conditions of employment including but not limited to recruiting, hiring, compensation, training and development, benefits, promotion, demotion transfer, discipline or termination. All Hazon staff, regardless of position, are expected to maintain and live up to the true meaning of nondiscrimination.