

February 22, 2017

Position Available – Marketing and Outreach Manager

The Escondido Creek Conservancy (TECC) is seeking a Marketing and Outreach Manager to help facilitate and grow TECC's support base, as well as provide outreach to supporters, volunteers, donors, and the public. TECC currently manages 1,800 acres of habitat-rich property and is in the process of preserving an additional 1,000 acres of important habitat lands. TECC also provides educational programs to thousands of people per year. This position requires a love of the outdoors; strong writing, marketing, and organizational skills; knowledge and experience in media, including social media and video, and exceptional people skills.

Duties:

The Marketing and Outreach Manager will help refine and implement TECC's communications and marketing, including overseeing and updating TECC's website; producing TECC's annual progress report, and monthly e-newsletter and bi-annual paper newsletters; and facilitating special events. The Marketing and Outreach Manager will also help recruit, manage and grow TECC's volunteer base, and coordinate and implement some volunteer activities, including organizing and leading hikes and other outdoor adventures.

Duties include working with TECC's education manager and conservation manager to increase the number of volunteers engaged and trained as part of TECC's land stewardship program, which provides trained land stewards on TECC-owned lands. The Marketing and Outreach Manager will also work closely with the Olivenhain Municipal Water District staff to help increase docent participation in programs at the Elfin Forest Recreational Reserve and Interpretive Center. The Marketing and Outreach Manager will also be responsible for writing grants to help fund outreach activities and supporting other TECC staff in the production of TECC's publications including grants.

Reporting, Location and Logistics

The Marketing and Outreach Manager reports to the executive director. Workplace is TECC's office located in downtown Escondido and some field work. Weekend and evening work is required.

Qualifications:

This is a position for someone with at least 1-2 years' experience in marketing, media and/or volunteer coordination and a Bachelor's degree or greater in a related field. We are looking for a creative strategic thinker with social media expertise who loves the outdoors. The Marketing and Outreach Manager should be a team player, an exceptional writer and a highly-organized person with experience working with the public. Excellent problem-solving skills and a "get it done" attitude are essential. Video editing skills would be very helpful as would experience with Microsoft Publisher, Excel, PowerPoint, Photoshop, WordPress, Google Analytics and MailChimp.

Required: California driver's license, automobile insurance, an automobile in good working order, and the ability to pass a background check.

Compensation:

Salary range \$35,000 to \$45,000, depending on experience. TECC provides competitive benefits and payment for mileage.

While the position will remain open until filled, our goal is to fill the position by the end of April, 2017. Please submit resume and qualifications for the position including references to information@escondidocreek.org or via U.S. mail to Marketing and Outreach Manager, The Escondido Creek Conservancy, P.O. Box 460791, Escondido CA 92046. No phone calls please.