



Jamboree

We're looking for dedicated team members to join Orange County's largest nonprofit developer of high quality affordable housing and services that transform lives and strengthen communities.

Title: Director, Marketing & Communications

Manager: President and CEO

Status: Full Time, Exempt

Location: Irvine, CA

Date: 11/1/2021

Primary Objective of Position:

The Director, Marketing and Communications is responsible for the communication strategy that will contribute to the fulfillment of Jamboree's mission. This position will drive broader awareness and support for the organization by leading all marketing and communications activities to increase the visibility of Jamboree's brand, its housing, and programs across a variety of key stakeholder audiences, both internally and externally.

Apply directly at: <https://jamboree.synchr-recruit.com/>

Major Areas of Accountability:

- Liaison with Executive Leadership and Management Teams and other department heads to communicate Jamboree's vision and strategic direction across all channels by determining marketing needs and support, ensuring accurate and consistent materials and communications alignment with the brand
- Manage marketing and communications staff, providing leadership and strategic direction by investing in their career development and professional well-being, including training when needed
- Experience in working with and strategically managing external marketing and communications agencies, firms, consultants, and freelancers who provide various ancillary services
- Manage all company branding, traditional and digital marketing, communications, graphic design, public relations, advertising, awards, fundraising, key messaging, and communications needs for Jamboree both internally and externally to drive better awareness and support for Jamboree's vision and brand
- Identify, implement, and evaluate marketing and communications opportunities aligned with corporate strategic plan, business promotion, growth, and development – including development and oversight of marketing and communications budget
- Define, refine, edit, and deliver all messaging and marketing content (online, social media, traditional channels) in Jamboree's distinct voice and tone
- Lead the development and execution of communications strategies to support goals of the business and brand
- Manage all marketing and communications aspects, including logistics, and messaging related to external events such as fundraising events, grand openings, and ground breakings
- Lead the generation of all key content to engage audience segments and lead to measurable actions
- As media contact and/or manager of media contact for Jamboree, actively develop and maintain strong, responsive, and transparent relationships with media representatives, manage media relations, and maximize media opportunities with relevant media outlets, including trade, local, and general press across broadcast, print, and online
- Functions as one of the marketing team, completing Marketing Generalist duties and tasks
- Other duties as assigned

Level of Education, Experience and Skill Set:

- A deep understanding of the key vocabulary, concepts, and workings of the affordable housing industry, or a proven ability to quickly master similarly technical content
- Working knowledge of digital marketing, online analytics, video production, graphic design, social media, public and media relations, print collateral creation and production
- An extremely strong sense of curiosity to constantly learn new things – and share them with team members – and spearhead new projects and opportunities that ensure Jamboree is always improving its brand
- Exceptional project management and organizational skills with ability and willingness to thrive in a fast-paced environment with short term and multiple deadlines
- Proven ability to develop and implement strategic, integrated marketing and communications plans (work samples required)
- Strong collaboration, staff training and management skills, enthusiasm, and team-building spirit with proven ability to identify, nurture, and manage diverse creative and communications talent
- Good presentation and storytelling abilities with excellent oral and written communication skills (including editing) to effectively relate to a wide range of stakeholders – from donors, to volunteers, to elected officials, and C-level corporate executives
- Ability to work effectively with community groups, including clients with diverse economic and educational backgrounds
- Bachelor's degree in business, communications, marketing, or journalism preferred or a related field with minimum of eight years of experience, including management of people, OR a relevant master's degree with three years of experience (nonprofit, media, and/or agency experience a plus)
- Must be committed to, and find passion in, Jamboree's mission and its part in making the world a better place
- Proficiency in Office 365 and its Microsoft Office suite and apps, working knowledge of Adobe, Salesforce, and other applicable software applications
- Must be comfortable in a nonprofit company, bringing an intensity and industry best-practice business approach to Jamboree that might be more typical in a for-profit organization
- Valid California driver's license and availability of an insured vehicle to travel within the California service area
- Job includes some evening and weekend hours

Mandatory Vaccine Policy

Consistent with its duty to provide and maintain a workplace that is free of recognized hazards, Jamboree has adopted a mandatory vaccination policy for any newly hired employees effective October 1, 2021. This is to safeguard the health and well-being of employees and their families, our residents, and our communities from the risks associated with COVID-19. This policy is intended to comply with all state and local laws. It is based on guidance provided by the Occupational Safety and Health Administration (OSHA), the Centers for Disease Control and Prevention (CDC) and other public health and licensing authorities, as applicable.

To assist any candidate who is disabled, has a qualifying medical condition that contraindicates the vaccination, or who objects to being vaccinated on the basis of sincerely held religious beliefs and practices, Jamboree will engage in an interactive process to determine if a reasonable accommodation can be provided so long as it does not create an undue hardship for Jamboree and/or does not pose a direct threat to the health or safety of others in the workplace and/or to the employee. Once Jamboree is aware of the need for an accommodation, Jamboree will engage in an interactive process to identify possible accommodations.

Physical Demands & Work Environment:

The Director, Marketing and Communications is required to talk and hear. The employee is often required to sit and use their hands and fingers to handle or feel. The employee is required to stand, walk, reach with arms and hands, climb, balance, twist, lean, move from one location to another and to stoop, kneel, crouch or crawl. Vision abilities required by this job include close and far vision. Ability to operate a computer keyboard and lift files and reports. Exposure to glare from a computer.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must be able to lift 15 lbs. and travel via automobile and/or plane 25%.

The work environment will usually be in a professional office setting with a noise level usually quiet to moderate. When traveling, the environment will change dependent upon the site visiting.

JAMBOREE BENEFITS

