



## Executive Marketing Volunteer

### **Job Description:**

The Executive Marketing Volunteer will work with the Public Relations & Marketing Director to produce electronic and print marketing materials for the Greater Cleveland Youth For Christ Chapter. This position will also function as a liaison between GCYFC and churches, colleges, broadcasting networks, and other organizations, as applicable.

### **Pre-requisites:**

1. Previous experience with Marketing or Graphic Design
2. Technological expertise or skills (Canva, Constant Contact, Video editing, Publisher)
3. A detail-oriented, deadline-based demeanor
4. An abiding relationship with Jesus

### **Roles and Responsibilities:**

1. Designing e-newsletters
2. Designing paper newsletters
3. Designing invitations for development events
4. Designing thank you notes
5. Designing ministry brochures or other marketing materials
6. Working with Director to assemble promotional videos
7. Working with Director in making connections to churches, colleges, broadcasting networks, or other marketing venues

### **Time Requirement:**

The Executive Marketing Volunteer will work with the Marketing Director on special projects, most often sporadic in nature. The length of time spent will be project-specific.