

ASSOCIATE DIRECTOR OF MARKETING COMMUNICATIONS - ELECTRONIC
MEDIA - SCHOOL OF LAW

Job Number: 09-SOL-76
Status: RFT
Hours: Monday - Friday 8:00am - 5:00pm
Salary: Commensurate with experience

Requirements

Education: Bachelor's Degree
Experience/Skills:

- 2-4 years of successful relevant experience required.
- Proficiency with Photoshop, Flash and other multimedia

Job Summary: This position holds the responsibility of keeping the entire School of Law web site current, relevant, effective, and efficient. In addition, this person serves as the principal electronic media and social networking specialist - both tactical and applied.

This position requires creativity; strong project management skills; the talent to truly communicate to a variety of audiences via electronic media; and an acute bias for detail, timeliness, and consistency. The individual serving in this capacity must be able to manage and reliably deliver multiple projects with overlapping deadlines.

Qualifications for this position include a Bachelor's degree from an accredited college in a related discipline; graphic design and web layout skills; experience writing copy and copy-editing for multiple media channels and formats; knowledge of Internet protocols and web site development standards; proficiency with Photoshop, Flash and other multimedia authoring, ability to hand-edit HTML/CSS; working knowledge of PHP and JavaScript; ability to translate user requests into technical requirements; ability to support non-technical individuals in the maintenance and use of electronic

Office of Human Resource Services - Valparaiso University
media; and effective oral/written
communication skills. At least 2-4 years
of successful relevant experience is
required.

To apply for this position, please
choose one of the options below:

- Apply online at
www.ExpressPros.com/NWIndiana
- Call 219-465-1868 Express
Employment, for an appointment
ask for Ginger Wilbanks
- Submit an application in person at
Express Employment - Valparaiso
- Direct all questions to
Ginger.Wilbanks@expresspros.com

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