



SUSTA CostShare Marketing Coordinator

Position Description

CostShare Marketing Coordinator (full-time)

SUSTA has an opening for a full-time CostShare Marketing Coordinator. This position is responsible for increasing the number of new companies in SUSTA's CostShare program; as well as, retaining existing participants. The core responsibilities will be addressed through education and outreach at events; tracking and reporting on companies met and their interest; one-on-one consultations; various types of media and messaging; creation of company testimonies and success stories; utilization and evaluation marketing campaigns tied to the program year to include but not limited to the opening of the program season.

Candidate must have great customer service skills, be very organized, detailed oriented, must be able to communicate well with CostShare companies, and be able to convert interested in SUSTA to CostShare in an efficient manner. Candidate should possess a B.A. degree in business, international marketing or related field or a minimum of three years related marketing or customer service experience.

Deadline to submit resumes for this open position is Friday, February 15, 2019 5:00pm CST.

Hours for this Position:

- Monday through Friday, 8:00am to 5:00pm

Advantages of this Opportunity:

- Competitive salary
- Benefits including Medical, Dental, and Vision
- Paid Parking
- Paid Holidays

- Fun and positive office environment

Please send résumé, salary expectations and a list of three references to:

SUSTA
ATTN: Human Resource Expense Claims Coordinator
701 Poydras Street
Suite 3845
One Shell Square
New Orleans, LA 70139

Or

HR@susta.org

SUSTA does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation or marital/family status. Persons with disabilities, who require alternative means for communication of program information, should contact us. SUSTA is an Equal Opportunity Employer.