



**Southern U.S. Trade Association (SUSTA)
Employment Opening – Marketing Coordinator**

SUSTA has an opening for a full-time Marketing Coordinator. This position is responsible for promoting SUSTA's programs and services to small southern companies. Primary duties include (1) education and outreach, (2) lead generation (3) maintenance and updates to website, (4) creating various marketing materials for print and web. Travel is required.

Excellent communications and interpersonal skills, with an emphasis on sales and customer service. Experience with graphic design, technical writing and editing, advertising, branding, digital marketing and social media. General knowledge of international marketing, international trade, and of private sector business and marketing practices helpful. Must be well organized, accurate and deadline-driven.

Requires completion of B.A. in International Marketing, Marketing, Communications, or related business field, and preferably two years related experience in international marketing. This position requires travel.

SUSTA offers the right candidate a very competitive salary starting at \$40k and benefits package, including 403(b) savings, health, dental, life insurance, paid vacation, paid parking, and paid holidays.

Resumes will be accepted until **Monday, September 5, 2022**. This is an in person position at SUSTA's headquarters in New Orleans.

Please send résumé, a writing sample, a list of three references to:

SUSTA
ATTN: Human Resource
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.