



#### JOB DESCRIPTION

Title: Marketing Coordinator

Responsible to: Executive Director

- Plan, direct and administer the overall activities and operations of the WGASC marketing department and sponsor relations.
- Plan and develop marketing efforts that support all divisions, services and programs.
- Represent WGASC at various events, conventions and meetings.
- Plan, direct and administer ongoing marketing projects.
- Coordinate all Event Publications.
- Plan and develop new concepts, long term marketing projects and public relations strategies.
- Promote a positive image of the organization by being an ambassador of the WGASC.
- Any and all duties as assigned by the Executive Director.

Compensation: Tier Commission Structure will be 10%-20% of sales. A draw structure can be considered.