The Mississippi REALTORS®, an 8,000-member, state-wide business advocate for real estate professionals, is seeking a **Marketing & Communications Director**. The role of the successful candidate is to assure that the Association’s value, services, and events are promoted to the target audience, and that marketing and communications efforts are strategic, cohesive, and effective.

Responsibilities include:

* Develops and implements communication plans and strategies for the Mississippi REALTORS® (MAR) and the Mississippi REALTORS® Institute (MRI).
* Develops and maintains MAR as a recognizable “brand” that symbolizes expertise, community, and trust to our members and consumers
* Assures that all marketing efforts are cohesive, within budget, and effectively deliver a strategic message to the target audience
* Serves as managing editor for all print and digital MAR publications and the MAR and MRI websites
* Manages and performs all social media activities: creating content, posting, managing commentary, and paying attention to online activity around real estate/MAR/MRI
* Prepares for MAR’s monthly podcast, works with the producer, and promoting episodes
* Manages relationships with outside vendors (graphic designers, printers, etc.)
* Creates promotional materials for annual convention and other meetings and events
* Works with other staff members to update membership on legislative and community advocacy activities, and coordinates release of association news, as appropriate
* Manages financial aspects of marketing and communications programs to assure they operate within Board-approved budgets
* Performs other duties as assigned by the Chief Executive Officer

Skills and Experience: A four-year degree in Marketing, Communications or a related field is strongly preferred. Previous association management experience is valuable, as is familiarity with the real estate industry. Two to three years of experience managing a Marketing and Communications initiatives is desired. Aptitude and skill in computer functions, customer service, verbal and writing skills are essential.

Personal Qualities for the Position: The successful candidate will be courteous, articulate, well-organized, detail-oriented, cooperative and reliable. The abilities of taking initiative, working well under pressure and working both independently and as part of a team are critical.

Hours: Full-time position. Monday through Friday, 8:00am – 5:00pm

Salary and benefits commensurate with experience. If interested, please submit a letter of interest, resume and salary requirements to CEO Beth Hansen at [bhansen@msrealtors.org](mailto:bhansen@msrealtors.org).

**Deadline for applications: Friday, January 12, 2024**