



Marketing Manager

About this Job:

Hayes Design Group Architects (HDG) is seeking a full-time Marketing Manager. This is a salaried position and the position is available for immediate hire. In this position, the Marketing Manager will be the sole marketing practitioner and will lead, create, and prepare all marketing activities in support of the external brand and business development activities. The successful candidate is committed to working across multiple levels in a deadline-driven and collaborative environment.

Responsibilities will include:

- Execute a comprehensive Marketing strategy across multiple channels, including, business development, public relations, social/digital media and thought leadership
- Assist Senior Leadership with preparing responses to RFQ/RFP's
- Assist Senior Leadership with developing presentations for interviews
- Manage the firm's website and social media outlets including developing content
- Create and coordinate marketing collateral including white papers, presentations, brochures, e-mail blast/newsletter, project case studies, and staff resumes
- Track Marketing activities in an organized manner and monitor follow-up needs with Senior Leadership

Requirements:

Candidates should meet the following criteria:

- 3-5 years of marketing experience
- Bachelor's Degree in Marketing, Business or related field
- Knowledge of architectural field is strongly preferred
- Strong graphic design abilities and proficient use of Adobe Creative Suite (InDesign, Illustrator, and Photoshop).

About HDG:

Hayes Design Group Architects (HDG), established in 1992, is a full-service architectural firm offering multiple design services for a wide variety of project types, including educational, religious, governmental, and commercial projects in the Pittsburgh area, and also in OH, WV, MD, and NY. Our talented team prides themselves on upholding professional integrity with a commitment to excellent service. Our firm culture integrates collaboration and multiple perspectives to problem solve in a design-oriented environment, and allows for career growth opportunities and increased responsibility. We strive to mentor younger professionals through hands-on experience, teaming them with experienced professionals on every project. We are committed to providing exposure to a variety of Architectural experiences and the opportunity to more fully understand the Architectural profession on a macro-level. HDG is located just 8 miles west of downtown Pittsburgh. Additional information can be found on our website at www.hayesdesign.com.

To apply:

Please submit a cover letter, resume, a sample of work and at least three professional references, to architects@hayesdesign.com.