

Communications Manager
Huntsville/Madison County Convention & Visitors Bureau

This team member is responsible for organizational communications soliciting and marketing to visitors, group tours, conventions, trade shows, and the sports meeting and tourism market.

Applicants must be self-motivated and possess excellent communication and organizational skills. Writing must be clear, concise, and informative. Ability to proof and edit own work and the work of others, as well as ensuring the messaging and tone is consistent with Bureau standards is required. The Communications Manager will be responsible for creating and implementing campaigns and programs to inform the public, government, and media of the economic benefits of the hospitality industry, as well as writing and disseminating media releases for Bureau events, activities, and announcements. Some travel is required.

Ideal candidates will have a proven track record working in a destination marketing or non-profit setting with experience in strategic planning, SEO, digital asset management, website maintenance, and analytics software, the ability to write brand copy for design projects and campaigns, in addition to brand copy for the website and experience managing email newsletters.

Job Type: Full-time, in-office

Salary range: \$56,000 to \$63,000/year, plus benefits

Benefits include:
Dental insurance
Health insurance
Health savings account
Life insurance
Paid holiday
Paid time off
Retirement plan
Tuition reimbursement

Required experience: 3 years in a Communications role

Required education: Bachelor's degree

Submit resume to: cwinters@huntsville.org