



## **Jesuit Volunteer Corps Northwest Alumni Relations and Marketing Manager Job Announcement**

JESUIT VOLUNTEER CORPS (JVC) NORTHWEST is hiring a full-time Alumni Relations and Marketing Manager for our Milwaukie, OR office, in the Portland Metro Area. The Alumni Relations and Marketing Manager is responsible for the development, maintenance, and expansion of JVC Northwest's volunteer alumni network across the United States. Efforts will focus on building relationships with Former Jesuit Volunteers (FJVs) and other supporters through effective planning, programming, marketing, and communications. The Alumni Relations and Marketing Manager will also promote awareness of JVC Northwest through external communications, marketing, and branding practices. JVC Northwest is seeking a person with excellent organizational, speaking, and written communication skills, and the ability to work independently as well as in a collaborative and team oriented environment. We are a faith-based organization with a focus on our core values of community, simple living, social and ecological justice, and spirituality.

The ideal candidate will have at least three years of nonprofit or similar organizational experience in alumni relations, marketing, communications, event planning, and/or development. This position requires a thorough understanding of social media and online marketing techniques, and experience with graphic design is a plus. Bachelor's degree and proficiency in Microsoft Office and database software are required. Former Jesuit Volunteers, AmeriCorps members, or other national service participants are strongly encouraged to apply. Excellent work environment and benefits. All JVC Northwest staff are "at will" employees.

**Equity at JVC Northwest:** JVC Northwest is committed to continually building a just and equitable workplace in order to work toward our vision of a just and equitable Northwest region. As an Equal Opportunity Employer, JVC Northwest encourages applicants of every race, ethnicity, origin, age, religion, ability, sexual orientation, gender expression, economic status, and veteran status.

To apply, email JVC Northwest at [info@jvcnorthwest.org](mailto:info@jvcnorthwest.org) with "**Alumni Relations and Marketing Manager**" in the subject line for job description and application information. Applications will be accepted until August 10, 2018. Start date is September 2018.



*JVC Northwest has been named by Oregon Business Magazine as one of Oregon's **100 Best Nonprofit Companies to Work for** (2009-2017) and **100 Best Green Companies** (2010-2017).*