



Marketing & Design Coordinator

McHenry County Conservation District

Contact Name: Jenny Heider

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Closing Date: 2025-03-01

Salary: \$50,450-\$63,063 (DOQ)

Description:

JOB OVERVIEW:

Be instrumental in showcasing a leader in environmental conservation through marketing efforts! We are looking for an individual to join our marketing team to assist in coordinating and executing marketing strategies to reach a variety of audiences including preparing a variety of public relations and marketing materials that promote a positive image of the District's programs and services. This person should be proficient in layout and design, writing press releases and news stories, social media, web content management tools, and have an understanding of marketing strategies and digital media. Knowledge or background relating to natural sciences and/or outdoor recreation a plus.

What are we looking for? Someone with a Bachelor's degree and thorough knowledge relating to Marketing, Journalism, Public Relations, Strategic Communications, Graphic Design, or related field with at least (2) two years of related experience. However note, an equivalent combination of education, training and experience may be substituted for a Bachelor's degree.

Additionally, proficient computer skills is a major component of this job. Programs this individual will be working with include Adobe Creative Suite-primarily InDesign, Adobe Illustrator and Photoshop; Microsoft software; web publishing software (Wordpress or other); analytics monitoring (Google); and customer relationship database software.

BENEFITS: As a full-time position, this position is provided with generous benefits including, but not limited to, insurance (medical, dental, vision, and life), holiday pay, paid time off, and IMRF pension.

STATUS: Full-time

LOCATION: Woodstock, IL

APPLICATION: Applicant can locate job description and online application at <https://mccdDistrict.applicantpro.com/jobs/>. For questions, call 815-276-9300.