



## **Marketing Specialist**

Vernon Hills Park District

**Contact Name:** Shona Hedke  
**Contact E-mail:** shonah@vhparkdistrict.org  
**Contact Phone:** 847-996-6932  
**Closing Date:**  
**Salary:** \$44,000-\$52,800/year

### **Description:**

Under the direction of the Marketing and Communications Manager, the Marketing Specialist is responsible for creating print and digital marketing materials, District photography, and managing the District's social media platforms. The position also assists with the development of public information and marketing strategies for the District.

This position is also responsible for the design of print and digital marketing materials including season program guides, camp and aquatic guides, the annual report, posters, and other District promotional materials as needed.

The Marketing Specialist is responsible for the following social media aspects for the District:

1. Developing a social media content calendar through Sprout Social management software
2. Creating content that is informative and which encourages community members to engage
3. Maintaining and monitoring social media sites and responding accordingly to inquiries
4. Providing on-site social media coverage at special events
5. Creating a social media budget

For the full job description and to submit an application which includes a cover letter, resume and portfolio please follow the below link:

<https://www.paycomonline.net/v4/ats/web.php/portal/598E995E3E8EE1D1C2D429A67B9439C7/jobs/46026>

A first review of applications will begin on March 13, 2026