

What we want: Marketing Communications Coordinator to join the #BEarenaArmy!

As our new and shiny Marketing Communications Coordinator, your goal is to support with the increase of BEarena's visibility through the development and distribution of marketing materials and activities. The tasks you will perform on the job are diverse, so well-rounded professional skills and willingness to get your hands dirty and muck in are essential in this role. You'll report to our Marketing Manager ANZ and contribute to the development of publications and webpages, facilitate marketing campaigns, create timelines, and organize events. Attention to detail is crucial!

What you have!

Awesome:

- Understand the BEarena and Vendors Brand to support effective marketing (both online and offline) of products and services and foster human connection
- Produce content for both print and web
- Write and distribute press releases
- Organize events in collaboration with vendors from start to finish
- Handle the design element of campaigns in a timely fashion
- Create marketing ideas and concepts for a targeted audience
- Report to Marketing Manager on concepts, progress, upcoming events
- Produce post event reports
- Administrative tasks (updating CRM tools, deliver marketing materials to conferences etc.)
- Excellent verbal and written communication skills
- Reliability and strong work ethics, a natural sense of ownership in every aspect of your work

Extra awesome:

- Fluent in English, verbal and written
- Marketing or Business Degree
- Experience in graphic design
- Good sense of team spirit to work with other team members or on individual tasks
- Be inventive and resilient

Do you consider yourself the best at what you do, a real team player? Are you interested to understand more? Send your resume and cover letter to iwouldratherbe@bearena.com.au with the job title in the subject line.