



**City of Salisbury
Digital Media & Events Specialist**

Salary: \$38,107-\$44,648 Full Range of Benefits

Duties: Performs complex professional marketing, graphic design, digital media, and event coordination work; manages key projects from inception through completion; conducts branding and social media activities, marketing, and departmental administrative functions. Plan and coordinate events and activities from conception, set-up to tear-down. Serve as Acting Public Information Officer as needed. Monday through Friday, with weekend and evening hours as required. Other duties as assigned.

Requirements: Bachelor's Degree in digital media, fine art design, communication, marketing, business, or related field. Must have comprehensive knowledge of graphic design planning and excellent communication skills. Candidate will possess strong writing and analytical skills. Candidate must be able to prioritize and multitask with attention to detail. Strong organizational and project/program management skills. Must possess computer proficiency with the Microsoft Office Suite & Wordpress. Preferred experience with Illustrator, Photoshop, InDesign, Final Cut Pro, Premiere Pro, Audacity and/or other media editing software.

One to three years' experience required; three to five years' preferred.

Full Consideration by: April 12, 2019

APPLY: Submit City application, cover letter, samples of your work and detailed resume to jobs@salisbury.md

Submission of a demo reel is also recommended, but not required.

City HR Dept.
125 N. Division St.
Salisbury, MD 21801
410-548-1065 Fax: 410-548-3748
Web site: www.salisbury.md
E-mail: jobs@salisbury.md

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