

## **Job Posting: Communications and Marketing Manager**

Mental Health America for Greater Houston, a \$3M+ 501(c)3 focused on developing community solutions to promote mental health for all, seeks a Communications and Marketing Manager responsible for planning, development, and implementation of marketing strategies, marketing communications, media relations, and public relations activities, both external and internal. Candidates are encouraged to visit [mhahouston.org](http://mhahouston.org).

Functions of the position include

1. Responsibility for creating, implementing, and measuring the success of a comprehensive marketing, communications and public relations program that will enhance MHA of Greater Houston's image, reputation, and position with key stakeholders and the general public, and facilitate internal and external communications.
2. Responsibility for editorial direction, design, production and distribution of all organization publications.
3. Monitoring and engaging on various social media platforms, replying to comments, messages, inquiries, compliments, and concerns in brand voice.

### **Qualifications for Position**

This position requires a confident and dynamic personality with a minimum of 5 years experience in marketing, communications or public relations with demonstrated success, preferably in the not-for-profit or association sector. A Bachelor's degree in journalism, marketing, public relations is preferred. Knowledge of AP style preferred. Graduate degree in a related field is desirable. Experience working with volunteers is desirable.

Submit cover letter with salary expectations, resume, and 2-3 examples of relevant samples of work to [careers@mhahouston.org](mailto:careers@mhahouston.org).