



Temporary Marketing Director

This Temporary Marketing Director position is located in Cohasset and is a critical member of the Marketing team for both the South Shore Music Circus and the Cape Cod Melody Tent.

Responsibilities include, but are not limited to:

Reports to the General Manager

- Plan and execute email marketing campaigns, push notifications and SMS
- Create and implement strategies to grow online social media followings
- Maintain marketing budget to maximize reach across all platforms
- Organizing and submitting billing for marketing related expenses
- Create and post lively coverage of each event on the venue's social media pages
- Respond to fans who message our pages with questions about the event they are attending
- Work with our house photographer at each show to ensure quality content is being captured
- Build and maintain event listings across venue websites, ensuring timely and accurate updates

Qualifications:

- Familiarity with all popular social media platforms. Must be able to post about shows in a fun and interesting, yet professional manner.
- Knowledge of Adobe Photoshop and Adobe Premier.
- Proficient in Microsoft Office applications
- Possess strong organizational, communication and analytical skills with attention to details/problem solving skills
- Reliable – this is a full-time temporary position. Hours are Monday-Friday 9am-5:00pm, with some weekends as needed.
- Love of live entertainment

Cape Cod Melody Tent, Hyannis, MA and South Shore Music Circus, Cohasset, MA are 2300 seat, all-age, seasonal, tented outdoor theaters. We have been presenting national touring live music, children's theater, and comedy performances continuously for over 70 years.

To Apply: Please fill out the application on our website:

<http://www.themusiccircus.org/contact/employment-opportunities/>