

# THE LAKE COUNTY ADAMHS BOARD LOOKING TO HIRE DIRECTOR OF MARKETING AND COMMUNICATIONS

This full-time position offers an excellent opportunity for someone with the right combination of skills and experience. It's an important role in a valuable and respected organization.

## Responsibilities include:

- Oversee and manage the Lake County ADAMHS brand
- Promote the value of what we do
- Bring marketing/PR perspectives to decision making

## Specifics we're looking for:

**Versatile writing skills/experience.** Writing skills must include newsletters, presentations, news releases, annual reports, ads, handouts, and event promotion materials.

**Social media management** Create and produce content, post and measure end-to-end. Understand how to effectively use algorithm and hash tags to reach the right audiences with messaging that is relevant and authentic.

**Graphic design skills** The ability to create visually compelling posters and handouts is essential.

## Event coordination and support

**Ability to find/evaluate/monitor/work with vendors** Including but not limited to printing, photography, web design, video, banners, displays, and promo giveaways. Experience in finding and using on-line resources also important.

**Internal and external communication** Work collaboratively with our providers, community partners, and management team members.

## About the ADAMHS Board

The Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board plans, monitors, evaluates, and funds services for Lake County residents who are dealing with mental illness and/or substance-use disorders.

**REQUIRED:**  
**BACHELOR'S DEGREE**  
**MINIMUM SIX YEARS RELATED EXPERIENCE**  
**STRONG INTEREST IN OUR MISSION**

## To apply:

Mail cover letter with resume, salary requirements, and references to: **Marketing/Communications, Lake County ADAMHS Board, One Victoria Place, Painesville, OH 44077.** You may also email those documents to [employment@lakeadamhs.org](mailto:employment@lakeadamhs.org).

Resumes must be received no later than June 15. No phone calls please.

