



## Marketing/Communications Specialist

Position Description: Gould Evans is seeking a marketing associate that is energetic, talented, and enjoys working in a fast-paced, collaborative environment on interactive and creative projects. This opportunity requires a diversity of skills needed to interpret information from architects, designers and executives to develop high-quality materials and communication tools for various audiences. This position will help execute marketing and business strategies for our growing design studio.

At Gould Evans, we believe partnership is not about compromise. It is the expression of individual talents made manifest through a shared vision. We seek employees and clients who share our values of intellectual curiosity, collaboration and passion for meaningful design outcomes.

Our portfolio is intentionally diverse – in project type, scale and location. This diversity is a strength that encourages innovative, critical thinking and discourages a formulaic approach. Above all, we work to create solutions that transform their surroundings, engage their occupants, sustain their environment and support our clients' missions.

Currently, we have more than 160 associates across our Phoenix, San Francisco, Kansas City, Lawrence and New Orleans studios.

Primary responsibilities include:

- Market Research and Analysis; effective in business lead identification and collection of information on competitive landscape; Ability to research, track and monitor market growth opportunities in a variety of industries
- Preparing proposals, qualifications packages, presentation materials and other marketing collateral
- Developing content for various marketing efforts (writing and editing for quality, consistency, clarity, brevity, accuracy, and readability)
- Collaborating and supporting national/firmwide marketing initiatives and managing databases of information
- Other duties to support marketing and business development efforts, as assigned.

This is a full-time position which includes generous benefits such as vacation time, sick time, medical, dental, vision, life and disability insurance as well as participation in 401(k) and employee stock ownership plans.

We are seeking candidates with:

- Degree in Business, Advertising, Journalism, Communications, Marketing, Public Relations or related industry
- 3+ Years of related work experience
- Advanced communication skills, especially writing acumen, with attention to detail and strong ability to meet overlapping deadlines
- Research competence with the ability to organize and present information to internal teams
- Problem solver who exercises good judgment with a professional demeanor.
- Intellectual curiosity, a collaborative spirit, and a proactive attitude
- Proficiency in Adobe Suite preferred (InDesign, Illustrator, Photoshop, Acrobat) and Microsoft Office (emphasis on PowerPoint). Preferred but not required: Photography skills, knowledge of Deltek Vision

If this sounds like you, please submit your **resume, cover letter and a writing sample** to [hr@gouldevans.com](mailto:hr@gouldevans.com). **Graphic work samples are not required but preferred.** Please, no calls about this position. EOE/AA/Veterans/Disabled