

Position: DIGITAL MARKETING AND COMMUNICATIONS SPECIALIST – Full-Time Employee

Office Location: Minneapolis, Minnesota or Tempe, Arizona

Description

Meyer Borgman Johnson is seeking an experienced Digital Marketing and Communications Specialist with Graphic Design skills to join our team of structural designers, engineers, and BIM specialists. As a member of our marketing team, this role is a highly motivated and multi-talented designer skilled in digital media and passionate about brand, graphics, and communication. Your impact will be across multiple organizations, offices, and markets on a wide variety of innovative, sustainable, and creative projects. We work with award winning clients on projects large and small. Our award-winning projects aim to structure places that shape people’s lives.

You will join a high performing team of marketing professionals and be involved with digital communication efforts for Meyer Borgman Johnson and Integral Research Solutions Group. You will interact with our Marketing Manager and leadership team regularly and will be responsible for task and time management. Every day is different!

What you will do:

- Development of concept, design, and layout of communication materials. This includes content generation for our website, social media, and client outreach, as well as content for our knowledge sharing platform Insight, internal communications for Livestreams, and special projects appointed by leadership.
- Leadership of charrettes with our project teams to seek out interesting projects and approaches to our work that are worth communicating internally and externally.
- Advocate and maintain the integrity of the brand. Responsible for quality at all stages of all projects. Responsible for research, ideation, creation, production, printing, QC, and follow up. Partner with vendors and printers when necessary.
- Contribute to the strategic vision of the department with our Marketing Manager and Business Development Director. Assist in strategic planning for all communications, determining actions needed to achieve broad department-wide goals, and defining processes and resources needed.

Position Requirements:

- BS, BA or BFA in Graphic Design, Digital Media, Visual Communication, Marketing, or a strong portfolio of related work.
- Proficient in the Adobe Creative Suite, including InDesign, Illustrator, Photoshop.
- Proficient in branding and communications specific skills, such as: typography, layout, composition, illustration, photo editing, video, etc.
- Experience with WordPress, and websites.
- Experience with animation and video production.
- Ability to work well in a fast-paced time sensitive environment, handling multiple tasks and deadlines with frequent interruptions, while maintaining a positive, "get it done" disposition
- Ability to manage external vendor relationships as necessary to fully execute projects.

Desired Qualities:

- Highly creative and organized
- Team player who works cohesively with a variety of personalities, cultures, and work styles
- Effective, strong communication skills at all levels, including with project team, managers, and clients
- Flexible and easily adapts to change

Benefits:

- Competitive pay and benefits commensurate with experience and qualifications, including health, dental, disability, flex-benefits, 401k, continuing education, flexible schedule, travel pay, etc.
- Flexibility to shape your career path and grow with the firm
- Ability to work with stimulating colleagues on a daily basis in an environment that is challenging, fun and promotes individual growth, teamwork, and creativity
- After onboarding and training period, this position would be open to a flexible, hybrid work schedule
- Salary based upon experience level and skill set

Please email your cover letter, resume, portfolio, and salary expectations (as one compiled PDF up to 10 MB) to

[Click here to upload your resume.](#)