

The Rutherford County Tourism Development Authority (TDA) has a Marketing and Communications Manager position available. This position reports directly to the TDA Executive Director. Duties include, but are not limited to: media relations efforts to promote and market Rutherford County locally, regionally, nationally and internationally. Duties will also include the oversight and implementation of the tourism marketing plan which includes a strong website and social media presence. Chosen candidate will represent the TDA in a positive light through media tours, stakeholder site visits, and contact calls. Position requires adaptability; as well as a high level of organizational skills, and the ability to prioritize and complete many tasks under a deadline, all with a professional and friendly demeanor. Must be a self-starter and able to complete projects independently, and have a team-oriented attitude. Position entails contact with the general public in person, by telephone, by email, and through all social media outlets. The applicant must present him or herself with courteous professionalism. The candidate must possess strong computer skills with Windows, Microsoft Office, PowerPoint, Word, Adobe Creative Suite and Excel. Applicant must possess excellent oral and written communication skills. Background and drug test required. Hours: Monday-Friday 8:30 am-5:00 pm. Salary \$35,915 negotiable depending on education and experience. Apply at Rutherford County Offices 289 N. Main Street, Rutherfordton or online at [www.rutherfordcountync.gov](http://www.rutherfordcountync.gov). EOE Open until filled.