

Communications and Marketing Coordinator

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Company: Bishop Lynch High School

Location: Richardson

Category: other-general

Saint Paul Catholic Classical School seeks a dynamic Communications and Marketing Coordinator for the 2024-2025 school year. Saint Paul Catholic Classical School is a Catholic, classical liberal arts school serving students in grades PK3-8th grade. Saint Paul Catholic Classical School's mission extends the mission of the church by accompanying parents on their journey as primary educators to unlock the wonders of God's creation through a comprehensive, faith-based, classical education. In communion with the Catholic Church, we foster awareness of each child's dignity as created in the image and likeness of God. We strive to form the whole person, which enables each child to seek truth, goodness, and beauty in all things and to grow and live as an instrument of God's love. Our Classical Liberal Arts curriculum places Christ at the center of all things by instilling virtue and wisdom in each student. We are seeking a candidate for a part-time Communications and Marketing Coordinator who possesses a deep understanding of the methods and means to communicate with members of the Saint Paul family through email, newsletter, and social media platforms. The coordinator will also assist with marketing campaigns for student recruitment and Saint Paul Catholic Classical School events and fundraising along with building relationships with the greater parish community. The candidate understands that communications and messaging must be in line with the school's mission and branding. Reporting to the principal, the coordinator works to ensure the school communicates with all stakeholders to ensure its lifelong success. Ideally, the candidate will possess a love for lifelong learning, have an understanding and appreciation for a classical liberal arts education, and be committed to forming Christ-centered leaders in the Catholic faith. Qualifications:

Minimum bachelor's degree in a subject area related to the position for which you apply; · Committed to embracing and fulfilling the school's mission and vision · Exceptional written and oral communication skills · Demonstrated ability to develop engaging communications through persuasion, storytelling, framing and clearly articulating value propositions · Ability to write both strategically and creatively under tight timelines · Ability to handle multiple projects and meet deadlines · Above average computer and internet proficiency and social media · Proficiency in all MS Office applications and Canva. Adobe Creative Suite experience is a plus. · Video creating, editing, and graphic design skills are desirable. · familiarity with classical/liberal arts education Interested candidates should complete the Catholic Schools Office Application at www.csodallas.org/apply, and send a cover letter and resume to c.demakas@spsdfw.org #J-18808-Ljbjfr

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