

## **MARKETING COORDINATOR**

SCAPE is seeking a Marketing Coordinator with strong visual and communication skills for the opportunity to join our growing team of innovative and creative thinkers. SCAPE is a leading landscape architecture and urban design studio based in New York City. Our work integrates natural cycles and systems into environments across all scales, from the urban pocket-park to the regional ecological plan through built landscapes, planning frameworks, research, books, and installations – with the ultimate goal of connecting people to their immediate environment and creating dynamic and adaptive landscapes of the future.

As the Marketing Coordinator, you will work directly with SCAPE's business development manager and support SCAPE's principals on developing marketing materials, assisting with RFP/Q submissions, managing the procurement and publication of all digital media, and spearheading press strategies, with the goal of advancing the work of our ideas-driven practice.

Email all materials to [jobs@scapestudio.com](mailto:jobs@scapestudio.com). Please be sure to include "SCAPE Marketing Coordinator" in the email subject line.

Desired skills/expertise:

- Bachelor's degree or higher
- Must have a knowledge of marketing and business development
- Knowledge of landscape architecture, urban planning, urban design, and/or architecture
- Strong attention to detail
- Excellent writing and copy-editing skills
- A good eye for graphic design and visual presentation
- Strong project management abilities
- Communication skills (internally with other employees, and externally with press contacts and clients)
- Highly organized
- At least 1 year working in the architectural and engineering industry and at least 1 year working in a marketing or communications position
- Experience with social media management and a wide understanding of social media and press strategies
- Proficiency in Adobe InDesign, Photoshop, Premier, and Microsoft Outlook, Word, and Excel.