

January 09, 2023

BRAND & COMMUNICATIONS DIRECTOR JOB:

Denver / Boulder Colorado - Full-Time Employment

Arch11 is a firm committed to equity and inclusivity. We are focused on a culture of design and lives well lived. We strive to support the nuances of working through the current situation of COVID and take the lessons learned into the post-COVID environment. We support flexibility in the work environment while navigating the completion of our exceptional work. We are competitive in compensation and benefits and maintain highly creative and engaging working environments.

Please submit a cover letter, resume, and references to HR@arch11.com

To see our work, visit www.arch11.com

Position Overview

The Brand & Communications Director is a new position that will play an important role in the repositioning and reintroduction of Arch11 to the architecture and design communities, trade press, and prospective clients. The ideal candidate has experience with brand stewardship, marketing strategy and roadmap/plan development, and the successful execution of brand & marketing strategies across multiple applications (RFP responses, pitch presentations, press outreach, social media, etc.). This position will help to educate and reinforce the Arch11 positioning to all new staff.

Key Responsibilities

- Develop clear, compelling and holistic marketing strategy and roadmap
- Ensure all internal and external communications strategically align to the brand positioning
- Author and/or edit LOI/RFQ/RFP responses
- Author and/or edit brand narrative content across any and all formats
- Establish and maintain strong, clear presence on all relevant social media channels
- Build and maintain relationships with all relevant media/press
- Oversee and update website content (text and images)
- Manage awards submission pipeline, development and production
- Co-author (with respective project lead) all project case studies

Key Attributes

- Excellent written and verbal communication skills
- Resourceful and solution-oriented
- Motivated self-starter able to take direction and move forward independently
- Strong attention to detail
- Organized and efficient with an ability to juggle multiple projects and deadlines
- Flexible and nimble in the face of shifting priorities and timelines
- Mature, gracious, polished - without being formal or stiff - professional
- Collaborative, positive, friendly demeanor

Required Experience

- BA or BS degree in Marketing or Communications
- 7+ years of brand marketing and communications experience
- Architecture or design industry experience preferred
- Knowledgeable and proficient with website CMS platforms, social media channels and email marketing

Culture, Compensation & Benefits

We are a team of experienced and dedicated professionals who pride ourselves on the quality and creativity of our work. We hold ourselves accountable to deadlines, budgets, and a high standard of client service. We solve problems and meet challenges together, always looking to improve our own and each other's craft.

The salary range for this position is \$75,000 - \$100,000 (depending upon experience) and our benefits include full health coverage, matching Simple IRA, flexible (hybrid or remote) work environment, and paid holidays, vacation, sick, and personal time off.

References Required