

MARKETING COORDINATOR

About EskewDumezRipple EskewDumezRipple (EDR) is an architecture, interior design, and urban planning firm based in New Orleans and Washington DC. A recipient of the prestigious Architecture Firm Award, the firm has created a national reputation for designing projects that are thoughtful, beautiful, and technically sophisticated as well as cost and resource conscious. Our commitment to enhance and protect both the cultural and natural environments of the communities we serve is critical to our outlook.

About the Job In communicating the above mission to an external audience, we are looking for an entry-level Marketing Coordinator to join our growing Marketing Department. The selected individual will work with two senior-level Marketing staff, as well as other firm leadership and staff, to elevate our digital footprint in the eyes of an increasingly national audience. Marketing staff at EskewDumezRipple handle a variety of responsibilities and their days are, like everyone, defined by balancing an array of work tasks.

Responsibilities Assist the Marketing Department in developing proposals, project interviews, and other marketing materials, ranging from website updates, social media posts, awards submissions, Powerpoint presentations, video productions, etc.

Organize and maintain the Marketing Resources Library

For a peek at the kind of work we do, check out our website!: www.eskewdumezripple.com

Qualifications Bachelor's Degree in Marketing, Communications, or related field
PowerPoint proficient - we make a lot of Powerpoint presentations!
Starting knowledge of the Adobe Creative Suite. Particular knowledge of InDesign and Photoshop critical, bonus points for Illustrator/Premier/others
Copywriting expertise a plus!
Ability to adapt quickly, communicate clearly, and juggle several competing tasks, while maintaining a cool demeanor

Benefits EskewDumezRipple offers a comprehensive benefits package including medical, dental, vision, 401K, short and long term disability, life insurance, competitive PTO, and parental leave. Our studio also hosts weekly happy hours and numerous employee events throughout the year.

To Apply EskewDumezRipple is a welcoming studio dedicated to equity and inclusion and encourages applications from diverse candidates. To be considered for employment, please submit your resume along with any other relevant portfolio materials that reflect relevant experience to jobsedr@eskewdumezripple.com.