

Marketing and Communications Specialist

Adams Rural Electric Cooperative, Inc. is seeking a creative, motivated, and community-minded Marketing & Communications Specialist to join our team.

This position is responsible for developing and coordinating communications that educate, inform, and engage our members while promoting the cooperative's mission, programs, services, and commitment to the communities we serve.

Key Responsibilities

- Develop and maintain communications for cooperative members through the magazine, member publications, website content, email communications, social media, and other communication channels.
- Create engaging content that explains electric cooperative programs, services, policies, rates, safety information, and industry topics in an easy-to-understand manner.
- Assist with the development of the cooperative's annual report, member communications, promotional materials, and special publications.
- Manage and maintain the cooperative's social media presence and develop a consistent social media strategy.
- Coordinate and promote the annual membership meeting and member appreciation events, Youth Tour, scholarship programs, and other cooperative activities.
- Help organize and promote the cooperative's involvement in local schools, community organizations, and other community events.
- Coordinate member surveys to evaluate member satisfaction.

Qualifications

The successful candidate should have:

- Bachelor's degree in marketing, communications, or a related field preferred; equivalent experience may be considered.
- Excellent written and verbal communication skills.
- Experience with social media platforms and digital communications.
- Experience creating marketing materials.
- Experience with graphic design, photography or website content management is a plus.
- Ability to work independently while also collaborating effectively with employees, management, and community partners.
- A willingness to attend occasional evening or weekend cooperative and community events.

Adams Rural Electric is a member-owned electric cooperative committed to providing **safe and reliable electric service** to our members while supporting the communities we serve.

How to Apply

Interested candidates should submit a resume outlining their qualifications and interest in the position to info@adamsrec.com. Position will remain open until filled.

Adams Rural Electric is an equal opportunity provider and employer.