



Job Posting: Director of Marketing

ABOUT CRJS

The Cristo Rey Network delivers a career-focused, college-preparatory education in the Catholic tradition for students with limited economic resources, integrating rigorous academic curricula with four years of professional work experience and support to and through college. We partner with educators, businesses, and community leaders to enable students to fulfill their aspirations for a lifetime of success.

OUR STORY

Cristo Rey Jesuit Seattle HS (CRJS) is a part of the largest network of high schools in the United States exclusively serving students of limited economic resources, and a proud member of the Jesuit Schools Network. CRJS is committed to sustaining an inclusive and equitable work environment. We believe diversity benefits and enriches the development of all, and we value the cultural diversity of our team.

If you are passionate about creating opportunities for students who would otherwise not have access to a high-quality college-preparatory Jesuit education, combined with professional work experience, and you are eager to use your skills and experience to create a faculty, student body, and school culture from the ground up, then this is the job for you. CRJS welcomed our first class of 9th grade students in the summer of 2024 and will add an additional grade level each year until we reach full enrollment. This position offers the potential for professional growth into increasing levels of responsibility as CRJS grows.

Job Posting:	Director of Marketing
Reports to:	VP, Advancement
Job Classification:	Full time, 12-month exempt
Salary:	\$90,000-\$105,000 DOE

WHAT YOU BRING:

- A deep passion for creating life-changing opportunities for students with limited economic resources.
- A collaborative spirit, flexibility, patience, a good sense of humor, and a professional presence.
- At least 5 years of experience leading marketing campaigns across multiple communication channels tailored to diverse audiences.
- Strong organizational skills with the ability to manage and prioritize complex workflows using a structured weekly work plan.
- Experience with CRM systems and comfort with technology
- Proficiency in managing content across Meta Business Suite, LinkedIn, Facebook, and other social platforms.
- Strong attention to detail and a highly organized approach to work.

- Confidence in coordinating logistics across all marketing and communication platforms, including website and digital channels.
- Self-motivation and the ability to manage timelines and tasks independently.
- A proactive mindset with energy, creativity, and strong interpersonal skills that support a team- and student-centered culture.
- Excellent written communication skills and the ability to adapt messaging to a various audience.
- Strong creative instincts and an eye for design and storytelling.
- A commitment to maintaining confidentiality and upholding a high standard of professionalism.

RESPONSIBILITIES

Marketing/Communications

- Develop and implement a comprehensive marketing strategy to support all school programs including Advancement, Admissions, and the Corporate Work Study Program.
- Plan, write, and manage engaging content for the school's website, digital and print advertising, email campaigns, and social media platforms to grow and engage the audience.
- Produce and edit a range of communications including newsletters, brochures, website articles, press releases, social media posts, ads, videos, and event materials to build awareness and support organizational goals.
- Monitor and analyze marketing metrics to evaluate performance and continuously improve marketing and communication strategies.
- Collaborate with students, staff, faculty, and other stakeholders to generate authentic and compelling content.
- Maintain brand consistency and ensure messaging reflects the school's mission and values across all platforms.
- Manage and update external listings (GreatSchools, Niche, etc.) and monitor online reviews to ensure a positive online presence.
- Oversee the school's social media presence, including community engagement and professional tone.
- Lead and direct marketing activities for events, including signature Fundraisers

Creative

- Lead the creative direction and visual identity of the school across all materials and platforms.
- Ensure all content—visual and written—is aligned with brand standards and resonates across different audiences.
- Design print and digital collateral including newsletters, brochures, social media graphics, school forms, invitations, spirit gear, handbooks, signage, and more.
- Generate and pitch creative ideas and campaigns, guiding projects from concept to execution.
- Manage the school's website design and content to ensure accuracy, relevance, and visual appeal.
- Support fundraising and community events through theme development, promotions, and collateral design.
- Create and produce multimedia content, including videos and photography, to tell the school's story.
- Coordinate with vendors, photographers, and printers to ensure quality and timely completion of creative projects.

BENEFITS

As an employee with CRJS, you will enjoy a competitive employee benefits program, including medical, dental, and vision coverage, retirement plan contribution, voluntary supplemental life and disability coverage, and paid time off.

HOW TO APPLY

All qualified applicants with a passion for the Cristo Rey mission are encouraged to apply (priority deadline is May 7, 2025).

Please upload the following materials [here](#):

- Résumé, including educational and work experience, and LinkedIn profile if you have one.
- Cover letter (not longer than 1 page), articulating your interest in serving in this role.
- Names and contact information of 2-3 professional references.
- Materials to be submitted
 - A past marketing plan you developed
 - A portfolio of 2–3 campaigns they've led including visuals, messaging, data/results if available
- One- to two-page response to the following questions (no longer than 650 words total):
 - What past experiences have prepared you to serve as CRJS Director of Marketing?
 - What are your strengths and areas for growth as they relate to this position?
 - How will the Jesuit, Catholic identity of CRJS inform your work as Director of Marketing?

Equal Opportunity Employer:

Cristo Rey Jesuit Seattle High School encourages applicants from a wide array of fields, experiences, and backgrounds to apply for this position. CRJS is an Equal Opportunity Employer. All employment decisions, policies, and practices are made in accordance with applicable federal, state and local anti-discrimination laws. Cristo Rey Jesuit will not engage or tolerate unlawful discrimination on the basis of actual or perceived race, creed, color, alienage or national origin, ancestry, age, disability or handicap, sex, marital status, citizenship, veteran status, sexual orientation, genetic information, religion when it is not a requirement for the position, or any other characteristic protected by applicable federal, state or local laws. Any offered salary is determined based on internal equity, internal salary ranges, market data, applicant's skills and prior relevant experience, degrees, and certifications.