

MARKETING MANAGER

GWWO seeks a Marketing Manager with 5-10 years of AEC experience.

Are you a collaborative and nimble marketing professional eager to apply and grow your skill set in a dynamic, fast-paced, and team-oriented environment? The GWWO marketing team is a respected and integral part of the firm's strategies and success. We seek a dynamic team member eager to contribute fresh ideas, innovate, and execute with us.

Your primary focus will be on the development of customized proposals and interview presentations in collaboration with the senior marketing team members and firm leadership. As a researcher, writer, editor, organizer, data miner, illustrator, producer, and more, you will wear many hats to develop and produce well-thought-out and elegantly executed deliverables that help the firm win work. You will also help to develop social media and website content; support business development initiatives; and craft and implement other promotional and visibility efforts for the firm.

Primary Responsibilities:

- Review RFPs within target markets and summarize salient points for go/no-go meetings
- Represent the firm at pre-proposal and related meetings for potential projects
- Conduct online research to inform pursuit strategy
- Schedule, inform, and actively participate in pursuit strategy meetings
- Conceive, develop, edit, and produce proposal and presentation materials
- Research and recommend potential consultant team members
- Solicit, review, and integrate consultant materials into proposals and presentations
- Conduct compliance reviews (RFP requirements, brand standards, etc.)
- Schedule, conduct, and report on proposal debrief meetings
- Write, maintain, and catalog the firm's core collateral materials
- Provide business development and communications oversight, strategy, and implementation

Qualifications:

- Proven experience in marketing, communications, or other role involving persuasive writing; AEC industry experience required
- Skilled writer, proofreader, and editor with superior attention to detail
- Excellent organizer and time manager able to independently prioritize and manage simultaneous efforts
- Enthusiastic, self-motivated team player willing to learn, pitch in, and help with a variety of efforts
- Ability to work successfully in a deadline-driven environment
- Demonstrated success crafting custom proposals and other marketing collateral
- Proficiency in Adobe InDesign and Microsoft Office applications
- Physical requirements: Visual review of documents, typing, driving

The selected candidate will work in GWWO's Baltimore office. In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

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About GWWO:

GWWO specializes in the design of cultural and educational projects with emphasis on responsible design that is inspirational, evocative, and progressive. The firm's design excellence has been recognized with over 150 local, state, and national awards, including the AIA Maryland Public Buildings of the Year four out of the last five years.

Our recent achievements include Honorable Mention in the *Architect's Newspaper's* Best of Practice Awards for Large Firm - Northeast; ranking by *ARCHITECT Magazine* as a top firm in sustainability; as well as dozens of Best Places to Work awards. We are an Equal Opportunity Employer, including Disability/Vets.

Salary & Benefits:

The salary range for this position is $70,000 - $100,000 annually, contingent upon candidate experience, skill set, and market factors. Employees are also eligible for annual bonuses (variable depending on firm and employee performance).

Benefits currently offered by GWWO include a 401(k) plan with employer contributions; medical, dental, and vision insurance; pre-tax medical and child-care reimbursement plans; paid professional organization memberships and professional development opportunities; in-house educational seminars; free parking; generous vacation and absence policy; partially paid FMLA leave; and thirteen paid holidays (including a week off between Christmas and New Year's).

Application:

Please click here to submit your resume.

