

Sooner or later people ask where you work

Special Events & Marketing Coordinator

At the American Red Cross, you'll feel great about our causes and you'll be challenged by one of the most progressive and dynamic career paths in the public service arena.

The American Red Cross of the Quad Cities Area has an immediate opening for a full-time Special Events & Marketing Coordinator. This position will develop, implement, and promote special events in an eight-county area; assist with writing grants; prepare financial reports; and grow sustainable funding sources. This position will also produce marketing materials including newsletters, brochures, flyers, invitations, Web site, and Annual Report.

Candidate must be outgoing, self-motivated individual available to work some nights and weekends. Excellent communication skills and computer knowledge preferred. One to three years fundraising and volunteer management experience a plus. Interested applicants should send resume and cover letter by January 25 to PO Box 888, Moline, IL 61265. Complete job description can be found on www.qcredcross.org. EOE.



**American
Red Cross**