



Company Profile:

Seacliff Properties Ltd., part of the Seacliff Group, is a Vancouver-based privately-owned real estate investment, management and development company with a number of large scale residential, mixed-use, commercial and industrial properties located across Western Canada.

www.seacliffgroup.com

Job Summary:

Seacliff is looking to add a Marketing & Communications Coordinator to its existing small team of highly motivated real estate professionals. The Marketing & Communications Coordinator will be focused on developing and managing project marketing & communication campaigns for a variety of different developments, from the creative/theme and positioning process to execution and implementation. This is a fantastic opportunity for a hard-working and talented individual to gain further experience and exposure to all aspects of real estate marketing with a highly respected, dynamic organization.

Primary Responsibility:

- Develop and manage project marketing campaigns from strategy, theme, positioning and creative branding
- Create dynamic and unique integrated marketing campaigns that are specific to the community and current market conditions
- Coordinate the production of all sales materials and develop and implement the preferred communication style and messaging
- Oversee, manage and communicate project objectives to a selection of creative, production and marketing suppliers
- Oversee the planning, strategy, execution and evaluation of all advertising campaigns
- Manage the customer relationship management (CRM) software
- Event planning for community launches and special events

Position Requirements:

The successful candidate must be a highly organized, detailed oriented self-starter with a passion for real estate and a keen interest in continued learning in the development business.

Desired Skills & Experience:

- Bachelor's degree
- Knowledge and experience in graphic design is preferred
- 3+ years' experience in a similar position within real estate or related industry is preferred
- Strong communication skills
- Demonstrated qualities such as: hard working, highly motivated, detail oriented, self-starter with the ability to manage time without a lot of supervision, perseverant, a love of learning and developing new skills, quick learner and highly organized.

How to Apply:

Please forward a one-page application to georgia@seacliffgroup.com quoting 'Marketing & Communications Coordinator' in the subject line. We thank all applicants for their interest however only those selected for an interview will be contacted. No phone calls or personnel agencies please.