



A Community Mental Health / Developmental Disabilities/ Addictive Diseases Program

# Marketing & Outreach Representative

## Job Information

**Job Type:** Full-Time

**Pay:** \$34,270; **includes state C.O.L.A**

**Program:** Administration

**Location:** Muscogee County

**Posting Date:** 10/26/22

**Application Deadline:** Open Until Filled

**Position Open to:** All qualified applicants

\*\*\*ENTRY SALARY may be adjusted depending upon the selected candidate's qualifications and agency budget considerations. \*\*\*

Submit Completed State of Georgia application to Recruiter:

**New Horizons Behavioral Health**  
2100 Comer Ave  
Columbus, Georgia 31904

**Fax:** (706) 596-5589

**Email:** [jobs@nhbh.org](mailto:jobs@nhbh.org)

**Website:** [www.nhbh.org](http://www.nhbh.org)

## Job Description

Under broad supervision, responsible for creating and maintaining a positive public image for the Agency. Candidate will be responsible for staying in constant contact with community partners and stakeholders; Post/update information on the New Horizons Behavioral Health website and other social media platforms; Grow and expand social media presence into new platforms; Remain up-to-date with all new developments within the Agency, through constant interactions with other teams to ensure consistency across all social messages; Create, update, and/or distribute program/department brochures; Attend community resource fairs; Present mental health education in various settings. Candidate must have a valid driver's license and current car insurance and must be willing to travel within the eight (8) county area. Agency vehicle available.

### Minimum Qualifications:

Bachelor's degree in Marketing, Communications, Public Relations, Journalism, English or a related field.

### Preferred Qualifications:

Passionate about mental wellness.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

New Horizons does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its program or activities. An applicant who has a disability which requires special accommodations should contact this office.

**NOTE: APPLICATIONS WILL BE SCREENED AT THE PREFERRED LEVEL.**

**Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. We are also unable to contact applicants who are not selected for a position. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by Human Resources to continue the hiring process.**

**This position is subject to close at any time once a satisfactory applicant pool has been identified.**