



## **Position Available: Marketing Coordinator**

Are you looking for a fast-paced, creative and challenging work environment?

Want to work in an environment where your opinion is valued?

Is working with energetic, passionate people right up your alley?

If so, Torstar Digital is the place to be!

**Forward your resume to:**  
[careers@torstardigital.com](mailto:careers@torstardigital.com)

Reporting to the Senior Brand Manager, the ideal candidate will work collaboratively with cross functional teams to implement the marketing activities for various Torstar Digital brands.

### **THE JOB IN A NUTSHELL:**

- Work collaboratively with all internal business teams and support their marketing needs as necessary.
- Develop marketing materials for specific projects for various Torstar Digital brands.
- Implement and coordinate the marketing plans within branding standards, stylistic objectives, and deadlines.
- Manage and coordinate all special events logistics and advertising.
- Act as a voice of the consumer inside the company with respect to all brand and marketing decisions.
- Support Brand Managers as required in the execution of marketing activities.
- Partner and foster relationships both internally and externally, negotiate strong partnership agreements with external partners.
- Develop creative briefs for all campaigns.

### **ABOUT YOU:**

- Minimum 2 years of marketing experience.
- Proven ability to prepare and deliver professional documents and presentations to all levels.
- Superior interpersonal skills, with the ability to interface effectively with all levels.
- Solid organizational and time management skills to balance multiple priorities and meet tight deadlines in a fast-paced environment.
- Has previous event coordination experience.
- Has an Undergraduate Degree in Marketing, Business, or related discipline.

## **STUFF THAT'S NOT ON A RESUME:**

- Enthusiastic with a passion for excellence.
- Mature, honest, hard working yet light hearted.
- Fearless, driven yet patient.
- Proactive and disciplined.
- Thrives in a fast-paced and changing environment.

## **About Torstar Digital:** <http://www.torstardigital.com>

Torstar Digital's mission is to deliver technology and strategic leadership to its online-only properties, create winning online businesses that can leverage Torstar Corporation's wealth of media assets and assist in online enabling of Torstar Corporation's existing portfolio of print businesses. Torstar's current portfolio of leading digital properties includes thestar.com, toronto.com, workopolis.com, wheels.ca, Olive Media, eye Return Marketing and a variety of regional sites.