

Community Capital Management, LLC (CCM), a \$5+ billion institutional impact investment manager, is seeking a marketing coordinator in its Fort Lauderdale, FL office. We are looking for an initiative-taking and organized candidate to support the marketing initiatives of the Firm. The position will report to the Chief Marketing Officer.

Primary responsibilities will include:

- Manage and create PowerPoint presentations by working closely with portfolio managers and sales/marketing personnel
- Oversee social media initiatives, posts, and tracking
- Update quarterly marketing materials and website management
- Assist with marketing content/creation including one-off impact pieces, perspectives, and reports
- Liaison with Adviser and Fund compliance for approval of all sales/marketing content
- Coordinate marketing outreach campaigns and assist with media relations efforts
- Responsible for the planning, execution, and measurement of email marketing campaigns to increase engagement and drive sales in addition to finding ways for improvement

Qualified candidates will possess:

- High attention to detail and a self-starter
- 2 to 5 years in marketing/sales and social media experience
- Understanding of the asset management industry
- B.A./B.S. in marketing or finance (preferred)
- Excellent organizational skills and written/verbal communication skills
- Strong working knowledge of Microsoft Office Suite – specifically Word and PowerPoint

For consideration, please send cover letter and resume to [jobs@ccminvests.com](mailto:jobs@ccminvests.com); reference “Marketing Coordinator” in the subject line.

