

**SAC & FOX CASINO
POSITION VACANCY ANNOUNCEMENT**

This position is available for application. Please complete an application and return it to Human Resource Office, Sac & Fox Casino, 1322 US Hwy 75, Powhattan, Kansas 66527.

POSITION TITLE: Director of Marketing
DEPARTMENT: Marketing
SHIFT: Day
LEVEL OF RESPONSIBILITY: Reports to General Manager

DESCRIPTION OF WORK:

Establish marketing plan and budget for Casino. Develop sources and vendors for advertising, promotions, materials, ad productions and special events. Negotiate media purchases as required, develop materials, secure bids for production of logo items and consult with department managers regarding marketing requirements and philosophy. Reconcile invoices with approved media purchases to ensure appropriate payment and to submit to Supervisor for final approval. Represent the Casino at meetings of advertising and marketing groups, tourist industry groups and related organizations. Work with Human Resources Director to facilitate internal communications, newsletter, employee recognition, and other employee relations projects.

MINIMUM QUALIFICATIONS:

EDUCATION: Bachelors Degree in Marketing, Public Relations, Business or related field. Equivalent experience may be substituted.

EXPERIENCE: Two years marketing and/or public relations experience in management capacity.

NECESSARY SPECIAL REQUIREMENTS: Must be 18 years of age. Must be available for any and all hours/days and be available to rotate shift if required. All employees must successfully pass a background investigation to be employed by the Casino. Responsible for compliance with the Casino's Internal Control Policy and Procedure as it relates to the positions' stated job description.

OCCUPATIONAL HAZARDS: In the Entertainment Industry, one may be subject to a work environment containing excessive noise, smoke and stress.

LICENSE CATEGORY: Category I

PAY RANGE Salaried Position

ENTRY RATE OF PAY: Based on Experience

The Sac & Fox Casino is an Equal Opportunity Employer and complies with the Indian Preference Act.