

BAYarts

BAYarts seeks a creative and organized marketing professional with experience in graphic design, social media, communications, and event promotion to help share the story of BAYarts and support our vibrant arts community. Please see below for full job description and application instructions.

Position Title: Marketing Manager

Department: Marketing & Communications

Reports To: Executive Director

Status: Part-time on-site position

Position Overview

BAYarts is seeking a creative, organized, and collaborative part-time Marketing Manager to lead marketing, communications, and promotional efforts for the organization. This role supports BAYarts programming, exhibitions, classes, concerts, events, and community initiatives through graphic design, social media, email marketing, photography, and public relations.

The ideal candidate is a strong visual communicator who can manage multiple projects in a fast-paced arts environment while collaborating across departments.

Core Responsibilities

- Design print and digital marketing materials, including flyers, brochures, signage, social media graphics, and promotional collateral.
- Develop and execute marketing campaigns for classes, exhibitions, concerts, fundraisers, and community events.
- Manage BAYarts' social media platforms, including content creation, scheduling, and audience engagement.
- Produce email newsletters and promotional campaigns using Mailchimp.
- Capture photography and video content for marketing and social media use.
- Create event listings, ticketing pages, and promotional materials for programs and events.
- Write press releases, marketing copy, and promotional content for digital and print communications.

- Coordinate with instructors, artists, staff, media outlets, and community partners.
- Provide occasional event-day support and assist with customer service as needed.

Qualifications

- 3–5 years of marketing, communications, or related experience preferred.
- Strong graphic design skills; proficiency in Canva required and Adobe Creative Suite a plus.
- Experience with social media management and email marketing platforms.
- Excellent writing, communication, and organizational skills.
- Photography and basic video experience strongly preferred.
- Flexible schedule, including occasional evenings and weekends.

Schedule & Compensation

- Part-time position with flexible scheduling based on organizational needs.
- Evening and occasional weekend event support required.
- Salary commensurate with experience.

To apply, please submit a resume, cover letter, and portfolio/examples of work to **beth@bayarts.net**.

[About BAYarts:](#)

BAYarts is a treasured home for arts and culture located in the Cleveland Metropark's beautiful Huntington Reservation in Bay Village. The mission of BAYarts is to provide a welcoming lakeside environment to stimulate, encourage and support professional and aspiring artists of all ages through collaboration, education and exhibition. A 501(c)(3) nonprofit organization, BAYarts celebrated its 75th anniversary in 2023.