



Program Executive

Looking for your next career move in public relations? Then we've got the job for you! Voxus PR is growing again – and we need to add a mid-level team member to meet the needs of our expanding roster of technology accounts. This is a fast-track, career growth role within the organization, so you'll need at least two solid years of technology-focused public relations experience to qualify (either in an agency setting or working in-house for a technology-based company).

Your skillset needs to include:

- press release development and drafting
- successfully pitching and landing editorial coverage
- working in social media channels
- drafting case studies
- working directly with senior level executives
- managing multiple simultaneous projects and deadlines

As a mid-level member of the Voxus team, you'll be working closely with the team leader on several dynamic accounts, requiring you to take a proactive lead in handling day-to-day tasks (depending on the size of the client's budget) that range from drafting contributed articles to direct interaction with editors and industry analysts. All Voxus program executives mentor junior-level staff members and supervise their day-to-day team activities as needed. You will also have the opportunity to take part in industry events and webinars, further advancing your education and career.

Qualifications: For this job, you'll need two years of technology PR experience and a college degree in English, journalism, communications, marketing or public relations. You'll flourish if you're a team player and have the ability to juggle multiple tasks and schedules. A writing test will be administered to successful applicants.

Voxus embraces a virtual environment in working with globally-recognized technology companies as well as some of today's hottest startups. We offer a fun, friendly atmosphere where humor and teamwork are highly valued. The estimated salary range for this position is between \$50,000 - \$70,000 and includes a complete benefits package (health insurance, a 401k, and PTO).