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Senior Events Marketing Coordinator

Currently ranked #48 on the Solution Provider 500, the award winning ThunderCat Technology is a Service-Disabled Veteran-Owned Small Business (SDVOSB) that delivers technology products and services to government organizations, educational institutions, and commercial companies. Led by a combat-wounded CEO, ThunderCat is a systems integrator that brings an innovative approach to solving customer problems in and around the datacenter by providing strategies for Data Storage, Networking, Cyber Security, and Cloud Transformations. A proven leader, ThunderCat Technology provides and optimizes technologies from best of breed manufacturers. Clients include DOD, DHS, VA, Treasury, FBI, State of Virginia, State of NY, Sony, VISA, and CareFirst. www.thundercattech.com

The Senior Events Marketing Coordinator is responsible for assisting with the overall marketing strategy and tactics for ThunderCat Technology and our entire portfolio of partners. The role of the marketing coordinator is to support the goals and mission of the Marketing Director and the sales team including incorporating requirements into a successful marketing strategy. The Senior Events Marketing Coordinator is responsible for helping the VP of Marketing with management of the marketing, advertising, and promotional activities of the organization. The position requires someone who can work independently, take initiative, and set their own expectations.

Primary Responsibilities:

- Provide day-to-day assistance for marketing activities delegated by the VP of Marketing.
- Conduct yourself in a manner that is consistent with the Company's Code of Business Ethics and Conduct.
- Assist with event planning including Cyber SKO, Charity Golf Tournament, and all corporate in-house events.
- Execute Tradeshow logistics including planning and shipping.
- Execute direct, online, and email marketing campaigns both in-house and for partners.
- Manage MDF tracking & invoicing on Monday.com
- Manage and order all swag and cobranded swag orders for the company
- Identify new avenues for growth
- Track ROI for marketing events and campaigns in CRM & coordinate quarterly reviews with sales reps
- Participate in a success-oriented, ethical, and accountable environment within the company.
- Generate a positive image of our company in the marketplace.

Schedule:

- Full time Monday – Friday
- Required in office during core business hours of 9-3pm
- Remote work – WFH on Fridays or as requested

Skills:

- Strong ethics and integrity
- Proficient in MS Office and Adobe Editor Suite
- Basic understanding of customer and market dynamics and requirements.
- Excellent communication skills both oral and written
- Bonus: Experience in HubSpot and Microsoft dynamics

Experience:

- 3-5 years of marketing experience (IT knowledge a plus)
- Bachelor's degree preferred in either Marketing or Communications.

Salary and compensation commensurate with experience. Benefits include, health club reimbursement, health insurance, dental, vision, long-term disability, life insurance and 401(k).