

**POSITION NOTICE  
SAN ANGELO CAMPUS**

**POSITION:** Coordinator of Marketing Communications & Student Life #564

**NOTE:** OFFICIAL TRANSCRIPTS AS WELL AS ANY OTHER DOCUMENTS DISCLOSING CREDENTIALS PERTAINING TO THIS POSITION WILL BE REQUIRED. WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK.

**EXPERIENCE AND OTHER QUALIFICATIONS REQUIRED:** Bachelor's degree or specialized training required. Additional education will be recognized. Five (5) years related experience preferred. Requires excellent written and verbal communication skills, including public speaking. Flexibility to work evenings and weekends is necessary. Must be able to present to diverse audience sizes and create advertisements and promotional materials.

**DESCRIPTION OF JOB DUTIES:** Serve as the principal marketing coordinator for the San Angelo site. Perform graphic design work and plan and implement activities, presentations, and materials that promote Howard College to prospective students. Organize student activities and manage student clubs and organizations. Participate in district recruiting activities. For a complete list of job duties please refer to the job description, available from Human Resources.

**SALARY RANGE:** \$50,080 - \$55,482

**POSITION AVAILABLE:** Immediately

**TO APPLY:** Complete an online application at: [www.howardcollege.edu/careers/](http://www.howardcollege.edu/careers/)

**POSTED:** April 13, 2026

It is the intent of the Howard County Junior College District not to discriminate nor tolerate discrimination or harassment against any legally protected category, class, characteristic, or on the basis of any other legally protected status in its employment policies, procedures, and processes to ensure employees and applicants are treated fairly and respectfully.