

Job Title: Marketing / Studio Manager [5+ years experience]

Firm Name: Ro Rockett Design [www.rorockettdesign.com]

Job Description: Ro Rockett Design is seeking a qualified Marketing / Studio Manager with 5-10 years of experience at a small to mid-sized architectural / design studio. Candidates should have a strong graphics background with the ability to assemble RFP, RFQ, marketing material and portfolios. Applicants should also be self-starters interested in being a part of building relationships and studio culture. Responsibilities will include attending marketing and outreach functions in the design public, working alongside Principals to help run studio logistics, materials research, portfolio, website, social media, and PR related activities.

Location: Sausalito, CA and Los Angeles, CA

Firm Profile: Ro | Rockett Design is a design collaborative interested in improving, re-imagining, and creating spaces, landscapes and environments. We aim for our projects to provide and evoke the spectrum of experience from utility to simple joy; places that we want to return to over and over.

Our studios live in Los Angeles and San Francisco (Sausalito), however they function as one, thinking and producing interactively and seamlessly in real-time on all projects.

Our work is centered around modern design with focus on materials, light and site integration. We are currently involved with several high end residential and mixed-use projects in locations across the country, including Aspen, Lake Tahoe, Los Angeles, the San Francisco Bay Area, Idaho and Park City.

Salary Range: Negotiable, depending on skillset and experience. We offer full time positions and have comprehensive health & dental insurance programs, SIMPLE IRA with employer matching, competitive paid time off and federal holidays.

Job Requirements: The optimal candidate will have 5-10 years of marketing and administrative experience, preferably with 3-4 recent years at a single place of employment. Experience should include the following capabilities:

- Possess strong, confident graphic sensibility.
- Bachelor's Degree
- Be self-motivated with the ability to work independently and cooperatively within the team setting of a small office environment.
- Possess strong verbal, written and graphic communication skills
- Excellent organizational skills with a positive, diligent work ethic.
- MS Office Suite, Adobe Photoshop, Illustrator and In-Design.

Contact Info: Please Email a PDF document containing your resume, any work samples and three professional references to info@rorockettdesign.com. Please make sure to include personal and academic work as well. No Phone calls, please.

To learn more about our team please visit www.rorockettdesign.com