



## Center for Independent Futures

### **Marketing and Development Manager**

**Organization:** Center for Independent Futures (CIF)

**Location:** Evanston, IL (Onsite)

**Employment Type:** Full-time (Flexible workweek of 4 or 5 days per week)

The Center for Independent Futures (CIF) is hiring a **Marketing and Development Manager** to strengthen our community presence and engagement. This role creates and implements strategies to promote CIF's brands and works to increase funding and support through targeted marketing and fundraising efforts. This job is ideal for a creative and detail-oriented professional passionate about nonprofit work.

#### **Key Responsibilities**

- Manage social media platforms and create engaging content.
- Design graphics and promotional materials using Canva.
- Produce monthly e-newsletters and maintain the website.
- Assist with event promotion and branding.
- Provide administrative support for fundraising events and donor stewardship.
- Track marketing/event metrics.

#### **Requirements**

- Bachelor's degree in marketing, communications, or a related field.
- 4+ years of experience in digital marketing or related roles.
- Strong writing skills and proficiency with Canva, WordPress, and email marketing tools.
- Highly organized with the ability to manage multiple tasks.
- Interest in nonprofit development and collaborative mindset.

#### **Compensation and Benefits**

- Salary: \$40,000 - \$50,000, based on experience.
- Flexible 4- or 5-day workweek (75-80% onsite).
- Comprehensive benefits, including health insurance and paid time off.



Center for  
**Independent Futures**

**Apply Now**

Send your cover letter and resume to [recruiting@independentfutures.org](mailto:recruiting@independentfutures.org) with the subject line **"Marketing & Development Manager."** Applications are accepted until the job is filled.