

Marketing Assistant/Associate

Job description

Assist Marketing Director at Springwood Retirement Campus

Requirements:

- Prior senior living experience preferred
- Compassionate, motivated, a good listener
- Must be flexible and able to work well with others

Primary Duties:

- Meet with prospective residents and family members
- Conduct tours of any building on our 15-acre campus
- Make and receive phone calls from database
- Lease apartments
- Assist with new move ins
- Administrative duties as needed
- Ability to follow instructions and assist Marketing Director

