

## Asia Society Career Opportunity

**Location:** Houston

**Position:** Director of Communications and Audience Engagement

### Purpose:

The Director of Communications and Audience Engagement is responsible for promoting and enhancing Asia Society's brand as the leading institution dedicated to promoting mutual understanding and strengthening partnerships among peoples, leaders, and institutions of Asia and the United States. Reporting directly to the Executive Director, the Communications Director is integral to maintaining and improving the organizational image in Houston via print publications, media relations, social media, and marketing.

### Responsibilities:

- Develops and implements coordinated and creative multi-platform strategies that harness online/digital, media relations, and marketing capabilities that multiply the impact of Asia Society, as well as engage and build audiences in line with the institutional strategic plan.
- To do the above across all program areas and disciplines – arts and culture programs, exhibitions, business and policy programs, and education.
- Oversees online/digital, media relations, and marketing staff and budget.
- Oversees visitor services department.
- Coordinates communication efforts across all departments.

### Requirements:

- Bachelor's Degree in Marketing, Communications/Public Relations, English, International Relations, Asian Studies, or Political Science. Advanced degree preferred.
- Eight or more years' experience working in communications and marketing, including five or more years in a managerial position.
- Asian career experience and knowledge of Asia issues an advantage.
- Strong media contacts in the United States.
- Contacts at like-minded organizations in the United States and Asia preferred.

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**WORLD HEADQUARTERS:**  
725 Park Avenue  
New York, NY 10021-5088  
Phone 212.288.6400  
Fax 212.517.8315  
[www.asiasociety.org](http://www.asiasociety.org)

**How to apply:**

Please email your cover letter and resume, indicating position and salary requirements, to:

Human Resources Department  
Email: [HRDept@asiasociety.org](mailto:HRDept@asiasociety.org)

Indicate job title in the subject line. Resumes without cover letters will not be accepted. No phone calls, please. Only those candidates considered for an interview will be contacted. Please regard your resume as having been received unless your email is bounced back.

*Asia Society is an equal-opportunity employer.*