



Job Title: Marketing Coordinator	Employment: 8 weeks – 35 hours / week
Organization: Live with SWAY (Non-Profit)	Hourly wage: 17.60
Location: Hybrid	Start date: May 25, 2026

About Live with SWAY:

Live with SWAY is a non-profit organization dedicated to revolutionizing the events management industry. We provide a cutting-edge platform that seamlessly connects small businesses with valuable opportunities and create community-based initiatives to support newcomers and enrich the sense of belonging. Our mission is to empower entrepreneurs through innovative networking solutions, curated events, and unparalleled support. We aim to transform the landscape of business interactions, enabling small enterprises to forge impactful connections, fuel growth, and achieve sustainable success.

Job Description:

Live with SWAY is seeking a creative and motivated Marketing Coordinator to support the promotion of our programs, events, and initiatives. In this role, you will assist with developing and implementing marketing strategies that increase community awareness, engage participants, and strengthen SWAY's presence across digital and community platforms. You will work closely with the leadership team to share inspiring stories, promote opportunities, and support organizational growth.

Responsibilities:

- Support community-based initiatives and collaborate with local partners to enhance event impact and reach.
- Develop and schedule engaging content for social media platforms and digital marketing campaigns.
- Create promotional materials including graphics, flyers, newsletters, and event advertisements.
- Support the promotion of community events, networking sessions, workshops, and markets.
- Assist with website updates and maintaining online content.
- Conduct research on marketing trends and community outreach opportunities.
- Help grow community engagement through email marketing and social media interaction.
- Track marketing performance and compile reports on campaign outcomes and audience engagement.
- Support storytelling initiatives by gathering testimonials, photos, and success stories from participants and partners.



Qualifications:

- Interest in marketing, communications, social media, and community engagement.
- Strong written and verbal communication skills.
- Creativity and attention to detail.
- Ability to work independently and collaboratively in a team environment.
- Familiarity with social media platforms and basic graphic design tools is considered an asset.
- Commitment to SWAY's mission and values.

Benefits:

- Opportunity to gain hands-on experience in marketing and communications within a non-profit organization.
- Exposure to community engagement and entrepreneurship initiatives.
- Networking opportunities with local businesses, partners, and community leaders.
- Flexible work arrangements and professional development opportunities.

How to Apply: Please submit your resume and a brief statement outlining your interest in joining SWAY Events Management as a Marketing Coordinator to Eventsmanagement@livewithsway.com

Join Live with SWAY and be part of a dedicated team committed to empowering entrepreneurs, supporting community-based initiatives, and transforming the events management landscape. If you are passionate about events and community engagement, we invite you to apply for this rewarding opportunity.