



# PINTO HORSE

ASSOCIATION OF AMERICA, INC.

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**Position:** Director of Communications and Marketing, Publication Editor

**Date Open:** May 4, 2022, position will be open until filled

**Company:** Pinto Horse Association of America, Inc.

**Location:** Bethany, Oklahoma

**Work Period:** M-F 8 a.m.-4:30 p.m., deadlines could require extra hours, some weekends and overnight travel also required to our Pinto World Championship Show in June and our Color Breed Congress Show in November in Tulsa, Oklahoma

**Supervisor:** Will report to office management and VP/COO

**Job Description:** Editor of *Pinto Horse* magazine, four online publications. Responsible for content updates on current website. Will create, layout and design all printed and electronic communication, including event logos, e-mail newsletters, advertisements, promotional material, six online printed newsletter and the *Pinto Horse* magazine. Responsible for photography at all official PtHA events, advertising sales for magazine and website. Responsible for all social media, facebook, twitter, etc.

**Requirements:** Bachelor's degree in communications, design or related field required.  
Basic background and/or knowledge of the equine industry strongly preferred.  
Basic knowledge of MAC computers, Joomla 3.0, html coding, JAVA, and FTP.  
Proficient in Adobe (CS5) Photoshop, Illustrator, InDesign, Dreamweaver, and Microsoft Office. Graphic design experience

**Other Skills:** Organizational skills  
Comfortable working alone or as a team  
Ability to meet deadlines and manage multiple tasks at one time

**Benefits:** Great benefits package, health and dental insurance, Simple IRA, vacation time  
Salary to be discussed

**Contact:** Dorothy Fread, HR Manager  
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