



Position Title: Marketing & Sponsorship Coordinator

Location: Murieta Equestrian Center – Rancho Murieta, CA

Position Type: Full-Time

Position Overview

The **Marketing & Sponsorship Coordinator** plays a key role in planning, executing, and enhancing events at the Murieta Equestrian Center (MEC), including the Western States Horse Expo (WSHE), as well as initiatives supporting the West Coast Equine Foundation. This position supports the development, execution, and optimization of marketing campaigns across multiple channels. The role also provides hands-on event support and sponsorship solicitation. The ideal candidate is a motivated, detail-oriented professional who thrives in a fast-paced environment, excels at building partnerships, and is eager to help grow MEC's brand and visibility. An equestrian background is required.

Key Responsibilities

Marketing & Brand Development

- Support marketing and promotional efforts for MEC and WSHE and affiliated events, including campaign planning, advertising coordination, and digital outreach.
- Design, create, and manage email marketing campaigns and eBlasts to promote the organization and events.
- Manage social media platforms, including content creation, scheduling, posting, and community engagement.

Event Planning & Onsite Support

- Assist with planning, coordination, and on-site management of equestrian and community events.

Sponsorship & Vendor Sales

- Drive revenue growth for the facility and major MEC events by identifying, prospecting, and securing sponsorships and booth sales.
- Lead sponsorship negotiations to establish mutually beneficial agreements and manage sponsorship deliverables.

Qualifications

Education & Experience

- Bachelor's degree in Marketing, Communications, Event Management, Business, or a related field.
- 2–4 years of experience in event planning, corporate partnerships, sponsorship sales, marketing, or related position.
- An understanding of the equestrian industry, including shows, events, and facilities.

Skills & Competencies

- Excellent written and verbal communication skills.
- Highly organized with exceptional attention to detail, with the ability to manage multiple priorities.
- Comfortable working both independently and collaboratively within a dynamic team.
- Willingness to work weekends and extended hours during events.

Benefits

- Full benefits package, including health, dental, vision, and 401(k).
- Salary range \$65,000-75,000

Applications

- **Send resumes to:** anna@murietaequestriancenter.com
- **For more information:** (916) 958-7334 Ext. 105
- **Position Open Until Filled**