



POSITION: Coordinator, Marketing
SUPERVISOR: Lead, Marketing & Communications
CLASSIFICATION: Support

Situated on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation, and the Traditional Territory of the Erie, Neutral, Huron-Wendat, and Haudenosaunee, the Art Gallery of Hamilton is one of Canada's longest-running arts organizations and has grown, changed and developed along with the many communities it serves. The Gallery delivers exhibitions accompanied by a range of programs and activities geared to encourage access, promote education, and inspire discussion among increasingly diverse audiences both in the immediate region and beyond. We are proud of the work we are engaged in and recognize that the work continues.

We are committed to advancing equity, diversity, inclusion, and accessibility within our organization and across our sector. We welcome applications from individuals belonging to equity-deserving communities and encourage Black, Indigenous, and racialized candidates to apply. We recognize that both lived and learned experiences meaningfully contribute to success in this role and will be valued in our assessment process.

The Art Gallery of Hamilton is looking to welcome a Coordinator, Marketing to join the Marketing & Communications team.

Working closely with the Lead, Marketing & Communication and the Marketing Assistant the Marketing Coordinator will work collaboratively with departments across the Gallery to support the delivery of a cohesive public message and maintain a strong brand identity for the AGH. This role is responsible for creating and distributing regular email marketing campaigns, including managing and organizing subscriber lists. They will also maintain the AGH website, assist with the production of in-house printed signage, and support other marketing initiatives as required.

In addition, the role involves tracking, evaluating, and reporting on analytics related to the website, email marketing, and digital advertising campaigns. The Marketing Coordinator will contribute to the development of campaign concepts aimed at increasing visits, strengthening engagement, and enhancing the overall audience experience.

The ideal candidate will have 3–5 years of experience, or equivalent training, in digital marketing and/or website management. They will demonstrate strong analytical skills and an interest in monitoring and interpreting data trends to better understand audience behavior. Excellent organizational and time management skills, the ability to manage multiple priorities, and strong writing skills are essential.

Experience with WordPress, Mailchimp, and Microsoft platforms—including Teams, Planner, and SharePoint—is preferred. A background in graphic design or content creation is considered an asset. We are seeking a creative individual with a passion for the arts and a demonstrated commitment to equity and inclusion.

The role is full-time (35 hours per week) and will require occasional evenings and weekend commitments. Salary range for this role will be between \$44,000 – 47,000. We are seeking a candidate to fill an existing vacancy within the Marketing and Communications team.

*Interested applicants can email a cover letter, and resume to hr@artgalleryofhamilton.com prior to the **application deadline of March 29th, 2026**. We encourage applications from all qualified individuals; however, only those under consideration will be contacted.*

The Art Gallery of Hamilton is committed to providing accommodations throughout the recruitment process. If you require accommodation, please notify us and we will work with you to meet your needs.