

## Events Liaison

Korczak's Heritage, Inc. at Crazy Horse Memorial Foundation® in the Black Hills of South Dakota seeks a highly motivated, energetic, and detail-oriented individual to fill a multi-role position. This individual will be responsible for developing long and short-term strategies, planning events, building relationships, understanding sales and marketing principles, excellent communication skills, ability to prioritize, manage multiple tasks, and meet deadlines. strategies are being met.

The Event Liaison will report to the Vice President of Korczak's Heritage, Inc. This position will work closely with the Vice President of Korczak's Heritage, Inc., Director of Sales, Marketing, and Tourism, and Officers of Korczak's Heritage, Inc. to ensure overall goals and strategies are being met.

A High School diploma or equivalent is required, a bachelor's degree in business, marketing, tourism, hospitality is preferred. A broad knowledge of event planning, food costing, and ordering. Experience with media, marketing and sales along with knowledge of finance and miscellaneous accounting needs would be helpful. The successful candidate will be a self-starter, proactive, and have a strong work ethic along with exceptional communication skills (verbal and written), time management and organizational skills to function independently and as part of a team. The benefits offered for this position include Medical, Dental and Vision benefits, paid time off, paid holidays, retirement plan, and others.

Applicants may apply online at <https://crazyhorsememorial.org/dream/employment/open-positions/> or submit a cover letter describing their interest in the position and how they meet qualifications, a resume and three professional references to:

Chaela Holmes, Human Resources Assistant

[chaela.holmes@korczaksheritage.com](mailto:chaela.holmes@korczaksheritage.com)