

Celebrate Guthrie Center – April 21st, 2023

NOW HIRING IN GUTHRIE CENTER:

- **Café on the Hill** –
 - FT Prep Cook
 - PT Dish Washer
- **GC Chamber** – PT Marketing Coordinator (10 hrs/mo)
- **City of Guthrie Center** – Lifeguards @ City Pool
- **Guthrie County State Bank** – FT Personal Banker (Guthrie Center location)
- **GCSB Investment Center** – PT Client Services Coordinator
- **Pearls & Lace** – PT help needed
- **Springbrook Family Dentistry** – Dental Assistant or Receptionist
- **Guthrie Center Elementary** – Preschool teacher
- **Farm Bureau Financial Services** – David Finneseth
 - Service and/or Sales Associates in both Perry & Guthrie Center locations.
- **The New Homestead** –
 - Registered Dietician
 - Certified Nurse Aide (CNA) (FT & PT)
 - Evening Dietary Aide (PT)
 - Nurse (FT)
 - Medication Manager Assisted Living Attendant (PT)
 - Environmental Aide (Housekeeping) (FT)
- **Guthrie County Hospital** –
 - Food Services Worker - Food Services (PT)
 - Lab Manager - Laboratory (FT)
 - Outpatient Services & MedSurg RN - Nursing (FT)
 - OR/MedSurg RN - Perioperative Services & Nursing (FT)
 - RN - Emergency/MedSurg (FT Night Weekend Package)
 - RN – Emergency/MedSurg Department (2-FT Nights)
 - Pharmacist - Pharmacy (PRN)
 - Physical Therapist or Physical Therapy Assistant - Rehab Services (PRN)
 - Physical Therapist - Rehabilitation Services (FT)
 - Respiratory Therapist - Respiratory (PRN)
 - GCH Clinics:
 - Nurse Practitioner - GCH Clinics (FT)
 - Float Clinical Medical Assistant (CMA) - GCH Clinics (FT)

Guthrie Center Chamber of Commerce

Marketing Coordinator Position

\$200/mo (paid via 1099 Contract Pay = approx. \$15.38/hour)

Expected to spend approximately 3 hours/week



Responsibilities:

- Attend monthly Chamber meetings
- Confirm and communicate locations for monthly chamber meetings (and menus if applicable)
- Coordinate and communicate with volunteers for committees and events

- Maintain and update Chamber social media channels regularly
 - Like and share members news, specials and events
- Organize and promote new member / new business ribbon cuttings
 - Prepare Press Releases to send to media outlets
- Assist committees in promoting Chamber-lead events
 - Assist in design and distribution of marketing flyers
 - Work with print and radio media outlets to promote
 - Promote on social media
 - Including creating Facebook “Events”

Secretary/Treasurer & President will also assist Marketing Coordinator with the following:

- Access to Chamber email account to send info to members as needed
- Answer and/or forward inquiries from Chamber email and voicemail
- Maintain and update Chamber website (WIX) regularly
 - Members / Business Directory
 - Blog posts
 - News / Updates
 - Calendar of Events

CHAMBER-LEAD EVENTS:

AC/GC Class Night (*for graduating seniors*)

AC/GC “Welcome Back” Staff Coffee

Celebrate Guthrie Center

City Wide Garage Sales

Sidewalk Sales

Food Drive

Parent Appreciation (*with Elementary School children*)

Fall-o-Ween Festival

Trick or Treat Night

Holiday Shopping Promotions (*Holiday Showcase weekend, Black Friday, Small Business Saturday*)

Christmas Festival (*aka Reindeer Express*)

Chamber Bucks Promotions

Yard of the Month



CURRENT JOB OPENINGS

Food Services

- Food Services Worker - Food Services (PT)

GCH Clinics

- Nurse Practitioner - GCH Clinics (FT)
- Float Clinical Medical Assistant (CMA) - GCH Clinics (FT)

Laboratory Department

- Lab Manager - Laboratory (FT)

Nursing Department

- Outpatient Services & MedSurg RN - Nursing (FT)
- OR/MedSurg RN - Perioperative Services & Nursing (FT)
- RN - Emergency/MedSurg (FT Night Weekend Package)
- RN - Emergency/MedSurg Department (2-FT Nights)

Pharmacy

- Pharmacist - Pharmacy (PRN)

Rehabilitation Department

- Physical Therapist or Physical Therapy Assistant - Rehabilitation Services (PRN)
- Physical Therapist - Rehabilitation Services (FT)

Respiratory Therapy Department

- Respiratory Therapist - Respiratory (PRN)

WE OFFER GREAT BENEFITS!

- No weekends or holidays for Clinic positions
- Health Insurance*
- Dental & Vision Insurance*
- Life Insurance*
- Generous Paid Time Off (PTO)
- Short & Long Term Disability*
- Iowa Public Employees Retirement System (IPERS)
- Christmas Club (internal benefit)
- Discounted Meals Program
- Free Fitness Center Membership
- ...and many more benefits!

*Eligible the 1st of the month following 30-days of hire

Come join our amazing team!