

NISQUALLY RED WIND CASINO JOB DESCRIPTION

JOB TITLE: Marketing Apprentice
REPORTS TO: Advertising Manager
CASINO DEPARTMENT: Marketing

RANGE: H-3 to S-4
STATUS: Non-Exempt

POSITION OBJECTIVE: Provide career positions to Nisqually Tribal Members in support of the Nisqually Indian Tribe. Provide guidance, growth opportunities, and skills to enable the advancement of the Nisqually Tribal Members in developing careers and lifelong work skills.

Our Mission: To enhance continued economic viability and quality of life for the Nisqually Indian Tribe, our Team Members, and the neighboring communities.

Our Vision: Creating incredible experiences.

Our Core Values: Integrity, Communication, Accountability, Respect, Teamwork

JOB SUMMARY: This apprenticeship provides an opportunity for Nisqually Tribal members to gain the skills necessary to obtain a position in the Marketing department. Training is under the supervision of the Marketing Department and STEP Coordinator. It is a hands-on learning experience for all casino marketing duties, including but not limited to the Marketing Ambassador, Promotions and Entertainment, Casino Operator, Marketing Administrative Assistant, Advertising Coordinator, Catering Service Associate, Social Media and Communication Specialist, and Casino Host.

QUALIFICATIONS:

Required Skills and knowledge:

- Nisqually Tribal Member.
- Must have the willingness to study toward and earn a GED or high school diploma.
- Must have the ability and be willing to learn verbal and written communication skills.
- Ability to learn all aspects of the Marketing Department.
- Ability to follow detailed procedures, accept guidance, and correct actions.
- Ability to learn and use basic computer skills.
- Ability to work within time constraints and stay on task.
- Ability to work independently and use sound judgment.
- Positive guest service and teamwork skills.
- Ability to learn tribal gaming regulations of Marketing.
- Ability to work all shifts including weekends and holidays.
- Ability to obtain a Class III Gaming License.

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Preferred Skills and Knowledge

- Ability to obtain a Washington State driver's License and maintain the NRWC Safe driver's policy.

PHYSICAL REQUIREMENTS:

- Ability to bend, reach, push, pull, squat, and lift to 50 pounds.
- Ability to stand and/or move around continuously during the assigned shift.
- Ability to reach with hands and arms.
- Manual and finger dexterity for the operation of a personal computer and routine paperwork.
- Ability to tolerate a noisy, smoke-filled environment.

ESSENTIAL FUNCTIONS OF THE JOB:

- Knowledge of departmental Guest Service Standards.
- Knowledge of casino promotions.
- Assist the Marketing staff by performing the essential functions of the Marketing Ambassador, Promotion & Entertainment Coordinator, Casino Operator, Marketing Administrative Assistant, Advertising Coordinator, Catering Service Associate, Social Media and Communication Specialist, and Casino Host.
- Provides representation of the player rewards program as an Ambassador.
- Assist with marketing project coordination.
- Provides tactical support for Promotion & Entertainment Coordinators as directed.
- Assist with the coordination of special events and promotions.
- Works with an outside agency or independently to design and produce advertising.
- Gives superior guest service at all times.
- Performs other duties as assigned.

Approved by:

Date