



Current Career Opportunities

The following are positions that were recently opened with the National Headquarters division of the American Red Cross. If you are interested in reading a full job description and applying for any of the positions listed below, please visit www.americanredcross.apply2jobs.com.

Reference the **NHQ requisition number** listed by each position to find the position on our site. **When applying, please indicate the SOURCE where you FIRST heard about the position.**

NHQ48223- Marketing Data Analyst

Acts as the primary source of data-driven lead generation, campaign reporting, and analytics for the Preparedness, Health and Safety (PHSS) line of business. Help design & develop our internal reporting infrastructure, interacts directly with our underlying source data, and serves as a subject matter expert for all PHSS-related data. Demonstrates an understanding of key data management principles & data warehousing efforts, and he/she is comfortable operating in both a business & a technical environment. Works directly with headquarters- & field-based personnel to provide actionable insights and data driven client and B2B industry leads to meet and exceed PHSS business results. **Position located in Washington, DC.**

- Bachelor's degree (or equivalent experience) in Information Technology, Statistics, Business or a relevant field.
- Minimum of three years of analytic or technical experience, preferably related to a large non-profit organization
- Strong database, technical, and analytic skills

NHQ49090- Director, Risk Management Finance

Manages all aspects of Risk Management Finance for the property and casualty insurance program. Anticipates daily cash needs and forecasts long-term cash flow using creative financial modeling techniques so that corporate insurance program funds are secure. Works with the insurance broker, third-party claims administrator, and internal Red Cross Finance functions to ensure that all claim payments and expenses of the program are properly funded and monthly financial activity is recorded and expenses reconcile to the forecasts in compliance with published procedures and time frames. Manages the relationship with the Risk Management Information System (RMIS) vendor & ensures the timely completion of RMIS deliverables. **Job located in Fairfax, VA.**

- Bachelor's degree in Business Administration/ related field or equivalent years of relevant experience
- Minimum of 7 – 10 years relevant experience required; minimum 5 – 7 years of supervisory experience required
- Professional designation in insurance or Risk Management (CPCU, CRM, ARM) desirable.

NHQ48222- Director, Field Marketing Operations

Leads the Field Marketing Operations team & is accountable for quick & efficient management of the production of quality marketing deliverables in support of revenue and enrollment targets as defined by the Humanitarian Services leadership team. This position will work in collaboration with HS Field Marketing Directors, and in support of Regional Marketing Managers and Chapter Leadership. This team is held accountable to leading KPIs related to quality operational execution, including turnaround times, error rates, and field partner satisfaction as measured by net promoter score methodology. This role reports to the VP, Humanitarian Services Marketing and liaisons closely with the functional areas of headquarters' Marketing, as well as divisional Marketing leaders. **Position is remote-based.**

- Bachelor's Degree required. Advanced degree preferred.
- 7+ years marketing experience & 5 years experience managing people required.

NHQ49076- Senior Benefits Analyst- Life & Health

Develop and/or administer all of the organization's employee benefits programs, including the retiree medical program. These benefits include medical, prescription, dental, life, supplemental and dependent insurance and ad&d, short-term disability, long-term disability, vision, group legal and a retiree medical program which includes a Medicare exchange and HRA. Counsel HR staff daily on various aspects of benefits programs. Research and resolve data discrepancies, and handle escalated employee and retiree issues. Work with union benefits and cost sharing and with several lines of management. Monitor trends and issues to identify systematic problems and root cause. Must possess strong organizational, analytical & communications (phone & email) skills and the ability to multi-task while performing and meeting deliverables and deadlines. **Position will be located where the final candidate resides. We have 2 vacancies.**

- Bachelor's degree and 5-7 years employee benefit plan administrative experience required.