

## About the Society for Vascular Surgery

The Society for Vascular Surgery advances the care and knowledge of vascular disease, which affects the veins and arteries of the body, to improve lives everywhere. It counts more than 6,400 medical professionals worldwide as members, including surgeons, physicians and nurses. For more information about vascular health and the society, please visit [www.vascular.org](http://www.vascular.org).

The Society for Vascular Surgery is an Equal Opportunity Employer.

Date posted: 1/27/2026

## Communications Specialist

### Summary

The Communications Specialist will play a key role in executing the Society for Vascular Surgery's (SVS) communication strategy, ensuring compelling, audience-specific messaging that advances SVS's mission, initiatives, and programs. This role is responsible for developing and deploying SVS's recurring e-newsletters, managing lead and distribution lists for email and drip campaigns, reviewing and repurposing existing video content, and sharing content from our patient microsite, Your Vascular Health, to our patient-focused social media channels. The Communications Specialist will work collaboratively with departments across the SVS enterprise to coordinate content, ensure accuracy and brand alignment, and support timely distribution of communications to internal and external audiences.

### What you'll own

- Support the execution of marketing plans and campaigns for key organizational initiatives, ensuring alignment with the overall SVS marketing and communications strategy.
- Plan, draft, secure approvals for, and deploy recurring email communications, including the weekly Pulse newsletter, departmental newsletters (DC Update, Education, Quality & Practice, Foundation), and the Vascular Specialist digital bi-monthly newsletter.
- Pull regular reports on email performance metrics for various newsletters.
- Help manage and maintain email distribution, registration, and lead lists to ensure accurate audience targeting.
- Support the SVS Foundation with the deployment of donation appeals.
- Serve as Project Manager for the Audible Bleeding podcast, coordinating production support, meetings, and ensuring the inclusion of industry-sponsored ads.
- Plan, draft, and post patient-focused social media content for Your Vascular Health channels; update templates created by the in-house graphic designer and post timely news stories.
- Coordinate and record virtual interviews, assist with basic video editing, and publish video content for digital platforms.
- Manage the communications team's general inquiry inbox, routing inquiries as appropriate.
- Support website updates and content edits across vascular.org and associated microsites.
- Uphold and reinforce company brand standards in all internal and external communications and materials.
- Support additional communications projects and initiatives, as needed.

## Job Posting

### What you'll bring to the job

- Bachelor's degree in English, Communications, journalism, or public relations discipline required.
- 1-3 years of professional experience in communications, public relations or related role.
- Strong, demonstrable writing and editing skills, with the ability to understand target audiences and craft clear, engaging messages using the appropriate voice and tone.
- Experience planning, executing, and managing email campaigns with messaging tailored to specific goals and stages of a campaign.
- Exceptional attention to detail and accuracy.
- Experience drafting, scheduling, and publishing social media content for professional organizations or brands.
- Ability to perform basic video edits, such as trimming clips and adding intro/outro slides, logos, or captions, and publish content to social media and websites.
- Ability to effectively balance multiple projects and set priorities under deadline pressure
- Ability to work efficiently in a fast-paced environment, ensuring timely delivery of communications and content, even when quick turnarounds are required.
- Experience with email marketing platforms (such as Higher Logic, Constant Contact, Mailchimp, etc.) and knowledge of email marketing best practices.
- Experience using a Content Management System (CMS) for website updates (e.g., Drupal, WordPress)
- Familiarity with basic graphic design and video editing tools is preferred (e.g., Canva, Adobe Creative Suite).

### Your commitment

- **Respect:** We choose to do the right thing; for our members, for our colleagues, and for ourselves. Sharing our collective differences, talents, life experiences and self-expressions is encouraged. Treating others how they wish to be treated and receiving the same in return creates an environment where trust lives, confidence grows, and great things happen.
- **Innovation:** We have the courage to find new ways to provide value to our members, constituents, and colleagues. We challenge the status quo, consider new ideas, and are never complacent with success. We embrace a continuous learning environment and prepare for an environment of change to ensure we remain relevant.
- **Collaboration & Teamwork:** We are intentional in our ability to consider different points of view and to work effectively with others to support a shared purpose. We address conflict directly and constructively and help to manage/resolve it in a way that strengthens overall team cohesiveness and future effectiveness.
- **Excellence:** Our members rely on us to provide the resources and support they need to deliver the highest level of care to their patients. We are grateful for their trust and are dedicated to delivering excellence by meeting or exceeding expectations. We set a high bar and don't rest on our accomplishments but build on them to be the best.

### Physical Requirements & Environment

Typical office setting with routine sitting and occasional standing. Routine use of basic office equipment. Occasional evening and/or weekend work may be required based on business needs. This is a remote position. Routine teleworking is available.

### Our commitment

SVS offers a comprehensive and competitive recognition and reward program. We believe in professional staff development. We know that our investment in employee growth provides even greater potential for them to contribute to our organization, each other, and the community at large. Pay Scale: \$50,000 – 60,000 based on qualifications and experience.

## Job Posting



Benefits include but are not limited to medical, dental, vision, short/long-term disability, life insurance, paid time off, 401(k).

**To Apply:**

Please submit your resume to [HRResumes@vascularsociety.org](mailto:HRResumes@vascularsociety.org). We will continue to accept applications until the position is filled. Candidates must have valid U.S. work authorization at the time of application; visa sponsorship is not available for this role.