



**St. Theodore Guerin High School**  
15300 Gray Road  
Noblesville, Indiana 46062

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[guerincatholic.org](http://guerincatholic.org)

EMPLOYMENT OPPORTUNITY

## Communications Assistant

St. Theodore Guerin High School, located in Noblesville, Indiana, is seeking an outstanding candidate for a **Communications Assistant**.

The Guerin Catholic Communications Office is seeking a part-time assistant. The Communications Assistant is a 20-hour/week position reporting to the Director of Marketing and Communications.

In addition to helping with social media management & weekly communication needs, the preferred candidate would also have experience in graphic design, specifically Adobe Creative Suite, excellent written & verbal communication skills, be well organized and have the ability to multi-task.

Interested candidates are welcome to apply by sending a cover letter and resume to [apply@guerincatholic.org](mailto:apply@guerincatholic.org).