

Social Media Coordinator Job Description

Job Brief

As a Social Media Coordinator, you will develop original content and suggest creative ways to attract more supporters and promote our brand.

Responsibilities

- Create engaging text, image and video content
- Design posts to sustain readers' curiosity and create buzz around new activities
- Stay up-to-date with changes in all social platforms ensuring maximum effectiveness.
- Facilitate online conversations with customers and respond to queries
- Oversee social media accounts' layout
- Suggest new ways to attract prospective customers, like promotions and competitions

Requirements

- Ability to deliver creative content (text, image and video)
- Familiarity with social media channels
- Ability to post at least once a day on all social media outlets

Salary

This is currently a volunteer position

Contact Information

Marquita Reed

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PLEASE CALL, TEXT OR EMAIL MARQUITA REED IF INTERESTED

****Thank you for helping to bring smiles to those in need****