

Position title: Social Media Community Manager

Position Reference #: 7

Compensation: \$18/hour

Position is for 8 weeks, 35 paid hours/week + 0.5 hours unpaid/day

Start Date: Flexible between 5th June to June 15th, 2023

End Date cannot Exceed September 1st, 2023

Hybrid – For Halton Region and near abouts - Ontario

Work Timings: Flexible – Between 9 am to 6 pm mostly

Age Limit is 30 years

No transportation/accommodation provided by company

Preferred to bring own devices for work

Should be open to local travel for work

To apply email to info@actionforhumanity.ca with the subject line **“CSJ Application – Title of the position”**

Job Description:

Execute a results-driven social media strategy. Develop and curate engaging content for social media platforms. Assist in the creation and editing of written, video, and photo content. Attending events and producing live social media content. Maintain unified brand voice across different social media channels. Collaborate with the marketing team to create a social media calendar. Monitor social media channels for industry trends. Interact with users and respond to social media messages, inquiries, and comments. Review analytics and create reports on key metrics. Assist in the development and management of social media marketing and influencer marketing strategy.