



## Volunteer Social Media Specialist

We are looking for a creative Volunteer Social Media Specialist to join our team. As a Volunteer Social Media Specialist, you will be responsible for assisting in the development and implementation of our Social Media strategy in order to increase our online presence and improve our marketing efforts. You will be working closely with management, research & campaigns and recruitment sections.

### Volunteer Social Media Specialist job description: Job duties and responsibilities

- Assist to Develop, implement and manage our social media strategy
- Define most important social media KPIs
- Manage and oversee social media content
- Measure the success of every social media campaign
- Stay up to date with the latest social media best practices and technologies
- Use social media marketing tools such as Buffer
- Oversee, plan and deliver content across different platforms using scheduling tools such as Sprinklr, Hootsuite, Asana and Olapic
- Collaborate with management, research & campaigns and recruitment sections.
- Monitor SEO and user engagement and suggest content optimization
- Communicate with industry professionals and influencers via social media to create a strong network
- Work with recruitment to recruit and train others in the team
- Provide constructive feedback

### Volunteer Social Media Specialist job description: Job requirements and qualifications

- Experience as a Social Media role or similar role

- Social Media awareness of using social media for brand awareness and impressions
- Excellent knowledge of Facebook, Twitter, LinkedIn, Pinterest, Instagram, Google+ and other social media best practices
- Understanding of SEO and web traffic metrics
- Understanding of social media KPIs
- Familiarity with web design and publishing
- Excellent multitasking skills
- Critical thinker and problem-solving skills
- Team player
- Good time-management skills
- Great interpersonal and communication skills