
CCJR Digital Media Content Manager

Overview

With continued growth of community requests, restructure of staff duties, and Social Justice projects, UWOC has determined there is a current need for a part-time CCJR Digital Media Content Manager. This position will be an Independent Contractor who is stipend paid.

Expectations

- Manage all social media platforms, social listening and community media on Facebook, Instagram, YouTube and Twitter
- Increase the branding reach of CCJR across social media and email to include promoting and engaging with brand influencers and ambassadors
- Create social media content, including visuals, videos, stories, and re-shares, using approved templates, video clips and news articles
- Edit and develop videos to build and raise public awareness for the organization. The videos should be captivating and informative and include calls to action that motivate the general public to sign up for activities or interest areas within the organization, including fundraising.
- Maintain and execute social media posting calendar for various platforms
- Attend Huntsville City Council Meetings as requested
- Attend at least 1 UWOC/CCJR event a month

Specifics

All stipends are based on fulfilling contraction requirements, however, we figure the typical time commitment for successful completion of project requirements is about 15-20 hours per week.

Facebook: [Link](#)

Twitter: [link](#)

Instagram: [IG link](#)