Social Media Team Member

APPOINTED BY: Regional Management Team TERM: 2 year rotation

sweet adelines new zealand

VERSION DATE: March 2025

POSITION SUMMARY: You will play a key role alongside the Regional Management Team Marketing Coordinator in managing and growing our online presence. You will assist with creating engaging content, scheduling posts, interacting with followers, and help shape the voice of our brand across various social platforms.

RESPONSIBILITIES:

Content Creation: In conjunction with the Marketing Coordinator - Develop and design engaging posts, graphics, and multimedia content for various social media platforms (Facebook, Instagram).

Social Media Management: Assist the Marketing Coordinator with managing content posting and scheduling across platforms to ensure consistent and timely communication with followers.

Engagement: Interact with followers, respond to comments and messages, and actively foster an engaged online community.

Collaboration: Work closely with other team members, including content creators, marketing staff, and leadership, to ensure alignment on messaging and goals.

EACH TEAM MEMBER WILL HAVE:

- Experience or interest in social media marketing and content creation.
- Strong written and verbal communication skills.
- Knowledge of popular social media platforms (Facebook, Instagram).
- Basic design skills (experience with tools like Canva, Adobe Spark, or similar platforms is a plus).
- Creative mindset with attention to detail.
- Ability to work independently and manage time effectively.
- Passion for our cause and desire to make a difference through social media.

BENEFITS:

- Gain hands-on experience in social media management and marketing.
- Opportunity to collaborate with a dynamic and passionate team.
- Make a meaningful impact and help spread our SANZ mission to a larger audience.