

## Social Media Manager

### DESCRIPTION

Reporting to the Director of Media & Advertising, the Social Media Manager will administer the company's social media marketing and advertising. Administration includes but is not limited to, managing various social media accounts, creating content for various social media platforms, including Facebook, Instagram, and Tiktok amongst others. The Social Media Manager is a highly motivated, creative individual with experience and a passion for connecting with current and future customers. That passion comes through as she/he engages with customers on a daily basis, with the ultimate goal of expanding the organization's outreach. Through this position, the candidate will truly be able to help the greater community by while gaining knowledge about youth homelessness and hands-on experience in written

### RESPONSIBILITIES

- Attend regular meetings
- Manage the online social media profile
- Plan, create, publish and share new content on a regular basis
- Facilitate involvement for local participants and volunteers
- Collaborate with other departments and regions to develop social media campaigns

### QUALIFICATIONS

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## APPLY NOW

Send your **resume** and **cover letter** to our Director of Human Resources.

### SUBJECT LINE

Application: {{Position Title}} - Firstname Lastname

**EMAIL [hr@trekforteens.com](mailto:hr@trekforteens.com)**