

Speed Skate New Brunswick, Social Media Content Manager

Job Type: Part-time volunteer

Starting: January 1st, 2021

Ending: August 31st, 2021

What is this role about

The social media content manager is volunteer position. The individual will be responsible for the management and development of activity on social media channels with the aim of driving engagements, building audience, increasing web traffic, and sharing National Sport Organization (NSO), Provincial Sport Organization (PSO) and Club communications. The successful applicant will manage Speed Skate New Brunswick's Facebook (<https://www.facebook.com/speedskatenb>) and Twitter (<https://twitter.com/speedskatenb?lang=en>).

SSNB will recognize this position as four hours per week of volunteer time (208 hours per year). The actual number of hours worked will vary each week based on the time of year and upcoming events. The successful applicant will report to Speed Skate New Brunswick's Executive Director.

Applicant Requirements

- Member of Speed Skate New Brunswick for the 2020-2021 season
- 14 years of age or older
- Knowledgeable about social media platforms
- Is held to a good standing within their club
- Bilingual in French and English is a valuable asset, but not required

Key Responsibilities and accountabilities

- Develop and promote SSNB social media through content posting
- Monitor other speed skating pages and share posts when applicable. (SSNB clubs, maritime clubs, speed skate Canada, other speed skating fan pages – Ex: Passion Vitesse)
- Post reminders of upcoming competition registration deadlines (SSNB's Executive Director will help guide this)
- Reply to social media related comments and questions when applicable
- Creative innovation to grow SSNB Social Media presence

If you are interested in applying, please send the application (below) to Scott Beamish at scott_beamish5@hotmail.com **by December 14th**

All applicants will be contacted by December 21th. The successful applicant will begin January 1st, 2021.

Application

Applicant Name:

Date of Birth:

Email:

Phone:

Club Affiliation:

Tell us a bit about yourself

- Background on yourself and your experience with speed skating
- Why you would be a good fit in this position
- Etc.

Please include the name of two references that SSNB can contact:

Reference #1

Reference #2

Name:

Name:

How you know them:

How you know them:

Phone Number:

Phone Number:

Email:

Email: