

# **Volunteer Role Description**

# **Social Media Volunteer**

### **Role Description**

Social Media volunteers will support the Digital and Press Officer to coordinate and produce content for the North Tyneside Green Party social media channels.

Twitter <a href="https://twitter.com/GreenPartyNT">https://twitter.com/GreenPartyNT</a>

Instagram https://www.instagram.com/greenpartynt

Facebook <a href="https://en-gb.facebook.com/northtynesidegreenparty/">https://en-gb.facebook.com/northtynesidegreenparty/</a>

You will create engaging branded content to promote regular core messaging as well as develop specific campaigns. You will also produce KPI data to support analysis and decision making.

#### **Role Responsibilities**

- Creating well designed, on brand social media content.
- Scheduling content for posting.
- Interacting, providing responses and developing our online community.
- Monitoring channels and flagging anything that needs an urgent response.
- Tracking the campaign performance.
- Behaving in line with Green Party data protection and digital policy.

#### **About You**

We are looking for volunteers who are:

- Able to give c. half a day a week of their time.
- Able to demonstrate some experience of running social media channels.
- Organised and self-motivated.
- Exceptional at communication and building relationships.
- Able to use Canva, Hoot Suite and in-channel tools.

We're interested to hear from current or retired marketing professionals or from students looking to gain work experience.

## **Apply**

To express your interest in this role please send a current CV to Kate Hunter, Press and Digital Officer at media@northtyneside.greenpary.org.uk

We will endeavour to meet everyone by video call for an initial chat to assess individual suitability for this role.