



@beddingtonheightscommunityassociation



@beddingtonCA



SOCIAL MEDIA COORDINATOR

DO YOU ENJOY BEING ON ONLINE? MAKING NEW FRIENDS? TAKING PART IN COMMUNITY ACTIVITIES? WELL, WE ARE LOOKING FOR A SOCIAL MEDIA COORDINATOR!

Objective: Communicate with Beddington residents through our established Facebook and Twitter accounts and create a positive online presence.

Responsibilities:

- Schedule and co-ordinate BHCA communications via Facebook and Twitter
- Research content
- Promote community events and happenings
- Promote city-wide relevant content
- Share relevant news articles
- Liaise with BHCA Board of Directors at monthly board meetings and receive information for content throughout the month

Time: Flexible time commitment, 2-4 hours per week

Qualifications:

- A responsible, community-minded individual who enjoys spending time online and is familiar with Facebook and Twitter
- Able to communicate effectively with residents via social media
- Able to foster and work in a team environment

Benefits:

- Get to know your neighbours
- Provide a positive space for residents to connect with BHCA online
- Have fun!

CONTACT bhca@beddingtoncommunity.ca