

INSPIRE.

JOB: Social Media Coordinator - 3 Month Summer Contract

Full-time, seasonal

Pay rate - \$17.00 per hour

***Possibility of extension after contract ends**

Inspire 360 is a recently launched Christian church in Rexdale, ON. We're looking for a social media coordinator to manage and expand Inspire 360's social media presence and increase our outreach via social media and website: www.myinspire360.com. The responsibilities of the Social Media Coordinator include planning, implementing and assessing Inspire 360's email and social media marketing campaigns. This role will work to enhance the email and social media presence for Inspire 360 by creating and managing the email and social media strategy, developing brand awareness, and generating traffic to our website and live Sunday services.

What You'll Do:

- Provide expertise to help grow our existing email marketing + social media strategy
- Implementing our email marketing + social media strategy by utilizing software such as Mailchimp, Hootsuite, etc.,
- Implement and utilize SEO
- Create posts and video content using Canva
- Monitor and report on key performance indicators
- Oversee email and social media accounts' branding and layout
- Monitor trends and encourage adaptation of social media tools
- Effectively analyze and measure campaigns

What You'll Need:

- Education (or relevant experience) in digital marketing and social media management
- Email and social media scheduling (using MailChimp, Hootsuite or similar software)
- Marketing, sales, community management experience (combination of writing, PR, communications, and social media) is an asset
- Strong ability creating digital content with Canva (or other graphic design software)
- Exceptional working knowledge and understanding of Social Media platforms: YouTube, Instagram, Twitter, Facebook, Tiktok and SnapChat
- Effective time management and multitasking skills

Nice To Have:

- Graphic design experience (using Adobe Photoshop, InDesign, Canva or similar software)
- Video editing experience (using Adobe Premiere Pro, After Effects, Vegas Pro, Final Cut Pro, or similar software)Strong analytical and research skills, overall consumer digital trend awareness

Schedule:

- Flexible scheduling, but must be available on Sundays from 9:30AM - 3PM
- Ability to work remotely occasionally
- We encourage applicants to send links to portfolio work, created videos, posts and other types of content.

Please email your resume to jobs@myinspire360.com