

JOB DESCRIPTION

Social Media Content Specialist

We are looking for students who can write, shoot and create compelling content for our web site and a variety of social media channels to promote events and grow followers for Milieux Institute for Arts, Culture and Technology at Concordia.

As part of our team, you would:

- Write snappy headlines and posts; select images and publish to the Milieux blog and social media using approved accounts and tools
- Master the Milieux voice and tone. Write in an open, accessible style. Edit existing content, where necessary.
- Understand the best and appropriate use of several different content types, including simple posts, retweets/shares, photo galleries, videos, GIFs
- Create and update Facebook events.
- Need to produce clean, accurate work at high volume.
- Flexible work hours

Qualifications/skills

- Bachelor's degree in Communications, Marketing or a related field
- Social media fluency – Facebook, Twitter, Instagram, Pinterest, Vimeo
- Excellent grammar and writing skills
- Ability to consistently communicate in the voice and tone of Milieux and follow brand guidelines
- Examples of active social media accounts currently in play
- Able to monitor social media channels, hashtags and trending themes that connect and build an audience for Milieux
- Experience with Hootsuite social dashboard for publishing and analytics
- Work well independently and as part of a team

Pay scale: TRAC – Research Assistant hourly rate

Contracts will run semester by semester.

Milieux is an ambitious institute for research-creation working at the intersection of design, art, culture and technology. It is a platform for progressive imagining, critical thinking, creative experimenting and interdisciplinary training. Above all, it is a site of innovation, where thinking and making come together to transform our encounter with technology.

The students working at Milieux gain hands on working experience within an evolving research environment where they are exposed to a fruitful network of researchers, artists, scholars, and industry collaborators.