



MANITOBA ECO-NETWORK

3-303 Portage Ave., Winnipeg MB R3B 2B4
Tel: 204-947-6511 Fax: 1-866-237-3130 www.mbeconetwork.org

Position Title: Social Media Curator

Work Location: We will have a workspace and computer available for you in our EcoCentre office (3rd floor- 303 Portage Ave, Winnipeg).

Purpose of the Position: The Manitoba Eco-Network is currently working to grow its online following. We are looking for someone to create social media content and help ensure a consistent and engaging online presence.

Responsibilities and Duties:

- Review social media guidelines and work plan
- Curate social media content for Facebook, Twitter, and Instagram which accurately and appropriately represents Manitoba Eco-Network and advances environmental causes
- Create engaging posters and images for general Eco-Network news, special events, and holidays
- Work with Coordinator to approve content and establish posting schedule

Qualifications:

- Detail oriented and organized
- Interested in and knowledgeable about environmental events, news, and opportunities
- Comfortable with Twitter, Instagram, and Facebook
- Photography skills are an asset
- Graphic design skills are an asset
- Volunteers with entry-level and advanced experience are welcome to apply

Commitment Expected: In addition to orientation, please expect to commit 1-4 hours per week (time commitment is dependent on volunteer preference).

All volunteers are asked to make a three month commitment.

If this opportunity interests you and for more information, please contact our Coordinator Veronica Sharkey at info@mbeconetwork.org