



Social Media Co-ordinator

An Aboriginal and Torres Strait Islander Identified position*

Salary:	Competitive salary and conditions subject to negotiation with successful applicant
Conditions of Service:	0.4 Part time
Annual Leave	4 weeks pro - rata
Salary Sacrifice/Fringe Benefits	Available

Organisational Background

SharingStories Foundation works with Aboriginal and Torres Strait Islander communities to protect, maintain and grow language, stories and cultural heritage. Engaged as a culturally safe partner, we deliver community driven digital arts programs and education initiatives that build capacity for cultural continuity, production and distribution of rich outcomes.

Our creative practice engages Elder and child, traditional and modern, oral and digital storytelling, Aboriginal and Torres Strait Islander and non-Indigenous. We listen and work over the long-term to build relationships and a clear understanding of local protocols, sharing expertise to ensure Community Impact Goals are achieved. We work with a Both Ways approach across all aspects of our programming.

In 2022, we will continue to run programs with our partner communities as well as celebrate the release of Jajoo Warngarra - The Culture Classroom, sharing authentic community produced content with educators across Australia. As we look to launch this important work, we are seeking a Social Media Co-ordinator. If this is your skillset and you're keen to work with a team of like minded people, passionate about building capacity for cultural continuity, we'd love to hear from you.

Purpose of Role

The Social Media Co-ordinator will work closely with the SharingStories Communications and Marketing team. This is a part time coordinator role for 15 hrs a week for 12 months with an immediate start, working under the direction of the Head of Communications to create and deliver content across Facebook, Instagram and LinkedIn.

Selection Criteria

Candidates must address the following selection criteria by demonstrating their experience as they relate to the above role responsibilities:

- Minimum 2 years work experience in social media
- Skilled in multiple social media platforms including LinkedIn, Instagram and Facebook.
- Experience in delivering creative content (text, image and video)
- Familiarity with online marketing strategies and marketing channels
- Ability to measure and deliver reports supporting social media metrics and web traffic.
- Ability to gasp future trends in digital technologies and act proactively
- Excellent communication skills
- Multitasking and analytical skills
- Ability to work with Aboriginal and Torres Strait Islander People and understand sensitivities regarding cultures/protocols
- Ability to take initiative and work independently from a home office or with a team as required.

*This organisation considers that being Aboriginal or Torres Strait Islander is a genuine occupational requirement for this position under section 14 of the Anti-Discrimination Act

To apply please email your CV, cover letter addressing the selection criteria and Confirmation of Aboriginal or Torres Strait Islander Descent or Statutory Declaration to sheree@sharingstoriesfoundation.org, using the subject line: Social Media Co-ordinator. To request a call back for a confidential discussion about this role, please email your request.

If you'd like to learn a little more about SharingStories Foundation please have a look at our website on www.sharingstoriesfoundation.org

Applications close August 8th 2022 with interviews the following week and to commence work as soon as possible thereafter.

