

Emery BIA is looking for a summer student to contribute in:

Social Media & Digital Marketing

The Social Media Coordinator job description should contain the following duties and responsibilities:

- Develop, implement and manage Emery BIA's social media
- Collaborate with Emery staff to capture message going out to public
- Manage social media content on all platforms
- Measure the success of every social media campaign
- Keep abreast of the latest social media best practices and technologies
- Monitor SEO and user engagement and suggest content optimization
- Knowledge in Photoshop and InDesign platforms
- At least 3-4 years of experience in Social Media coordinating or similar role
- Social Media Strategist using social media for brand awareness and impressions
- Excellent knowledge of Facebook, Twitter, Instagram, and other social media best practices
- Good understanding of social media Key Performance Indicators (KPIs)
- Familiarity with web design and publishing
- Excellent multitasking skills
- Critical thinker and problem-solving skills
- Team player
- Good time-management skills
- Great interpersonal and communication skills

Please send your resume and covering letter to info@emeryvillagebia.ca with the subject heading "Summer Student Social Media".