



Fred Victor is a not-for-profit, multi-service community-based organization that has assisted people living on low incomes in Toronto for over 124 years. We work in partnership with women and men from diverse backgrounds who face poverty, homelessness, mental health issues, addictions, and/or social isolation to address their needs and hopes and advocate for a more equitable society. Please see our website at www.fredvictor.org. Fred Victor works with a highly diverse population of people and upholds the values of respect, choice and inclusion.

Volunteer Position:	Social Media Volunteer
Type:	4 months minimum commitment
Number of Hours:	3-4 hours per week
Supervisor:	Digital Marketing and Data Manager
Posting Date:	April 8, 2019
Application Deadline:	April 18, 2019
Location:	Remote, occasionally 36 Lombard, Toronto

OVERVIEW: We're looking for a talented and motivated Social Media volunteer to support the day to day management of Fred Victor's social media channels. This opportunity is great for individuals who are recent graduates of Digital Marketing program and/or Social Media Management, etc. Social Media volunteer is responsible for implementing community focused marketing strategies through our social media accounts thus driving engagement and advocacy for Fred Victor.

QUALIFICATIONS: Solid understanding of Social Media for business. Proficient use of the English language in written form. Able to work independently. Strong attention to detail and great organizational skills with the ability to multitask and prioritize. Professional communication skills.

ROLES AND RESPONSIBILITIES: - Assist in growing Fred Victor's social media communities by curating and posting content for social media pages (FB, Instagram, Twitter, LinkedIn) and engage followers by replying to comments and messages, re-tweeting, sharing content and connecting with various audiences. Attend 2-3 Fred Victor's events.

Training/supervision:

Volunteer will receive an orientation about Fred Victor and policies. Volunteer will report to, and receive direction and support from, Digital Marketing Manager. In addition, volunteers may receive some relevant training opportunities.

Please submit your resume and a short description of your experience in social media management no later than April 18, 2019 to:

Inta Dukule

Manager, Digital and Data
idukule@fredvictor.org