



Call for Applications - Social Media Manager

The Lemkin Institute for Genocide Prevention is actively looking for a Social Media Manager to help with daily social media activities including (but not exclusively), content creation and scheduling, monitoring and events coverage, news monitoring.

Responsibilities

- Assist in the daily operations of the Lemkin Institute's social media (namely, Twitter, Facebook, Instagram, LinkedIn, website)
- Design social media campaign for the Lemkin Institute
- Inform the Lemkin Institute team of current/recent updates in various digital platforms
- Manage the social media calendar
- Brainstormed on campaign ideas
- Analyze analytics to gauge the success of the campaigns.

Knowledge and experience

Candidates who meet the following criteria would be preferred

- Have a degree in communication, marketing, journalism
- Have experience in developing content for various social media platforms and formats, writing and graphic design.
- Have a creative mindset and able to multitask.
- Have a genuine interest in the fields of genocide and mass atrocity prevention, human rights, peacebuilding and keeping.
- Is self-motivated, resourceful, able to work independently and in a team, respect the time requirements agreed upon with the rest of the team.

Terms and conditions

- Approximately X hours per week time commitment.
- This internship is unpaid, but the Lemkin Institute is committed to provide help to the intern who has shown respect for what is asked of him/her.
- Work location: remote, from home.

Application process

Interested applicants should email the following to this email address:

- CV
- A statement of interest (no more than 250 words) which explains the applicant's interests to intern at the Lemkin Institute.
- A sample will be accepted but is not mandatory.

The Lemkin Institute's team will acknowledge all applications but will contact only short-listed candidates.