



PART-TIME / SALARIED POSITION DESCRIPTION – 15 HRS

DEPARTMENT: Creative Team

TITLE: Social Media Director

MAJOR RESPONSIBILITIES AND PREDOMINANT TASKS

- Create, schedule, and monitor/respond to all posts on Facebook and Instagram for the main Grace Community Church accounts.
- Explore other channels and provide recommendations for implementation.
- Identify and implement ways to improve our reach via social media.
- Manage the volunteer photography team to capture various events, activities, and weekend services to have daily social media content and showcase what God is doing through GCC.
- Work with Video Director to ensure video is captured at designated events for recap videos, reels, etc.

NATURE OF POSITION

This position will maintain and enhance Grace's use of social media to drive engagement and interaction with people who may or may not be part of Grace. The ultimate goal is to have people see God working through Grace because of the life change that is taking place. Our social media outlets are one of the primary sources of communication with our Grace family and our community. So it needs to be updated regularly with content and information about GCC.

BACKGROUND

This position is part-time/hourly at 15 hours per week. Prior experience working in ministry is a definite plus for this specific role. This role requires:

- A personal and growing relationship with Jesus.
- A commitment to membership with GCC.
- Passion, agreement, and enthusiasm for being part of God's mission for GCC.
- A positive whatever-it-takes attitude.
- Problem-solver mentality.
- Integrity, humility, teachable spirit, ability to lead and equip others, broken heart for our community and areas of ministry and those who do not know Jesus personally.
- Weekend work-related responsibilities are not required but will be needed on a periodic basis to ensure proper gathering of content for posts.
- Ability to participate in events and activities, as needed, for purposes of gathering content.