



## Social Media Coordinator Contributor

### Who We Are:

Human Rights Research Center (HRRC) is a newly established startup that brings a multidisciplinary approach to human rights and seeks to bridge the gap between academic research and the wider public. We **educate** through facts, **advocate** using our research findings, and take **action** to implement change.

HRRC is looking for a **volunteer** Social Media Coordinator to join the team. Given the nature of this role's work, this position can be completed remotely.

### Who You Are:

You are a champion for international human rights. You recognize the importance of social media for building awareness of HRRC's work. You are a strong independent worker and effective team player who enjoys collaborating on projects. You know how to foster relationships. You thrive in start-up environments while working on multiple projects at a time. You have excellent interpersonal, writing, and editing skills, in addition to a sharp attention to detail. You are a strong communicator who provides constructive feedback and enjoys crafting narratives.

### What You'll Do:

- Assist in the development and implementation of social media content plans for Facebook, Instagram, and LinkedIn, including drafting posts, working closely with HRRC's management team.
- Monitor HRRC's social platforms on a regular basis and recommend when to like and share when appropriate. Additionally, monitor and report any negative feedback on social media channels and work closely with the management team to develop and execute an appropriate response strategy.
- Continuously research and share best practices in digital media and monitor how other nonprofit organizations are using digital channels.
- Work in conjunction with all HRRC teams to produce and share original content.
- Exceptional candidates will have experience working in a nonprofit setting and creating graphics using Canva.

### Compensation and Commitment

This is a volunteer, virtual opportunity with the expectation of 2-4 hours per week. At least a six-month time commitment is required.

*Human Rights Research Center (HRRC) is committed to equal opportunity and promotes equity and transparency as core values. HRRC practices inclusiveness in decision making through the use of consultation with employees throughout the organization. HRRC does not discriminate against any person on the basis of actual or perceived race, color, religion, national origin, ancestry, citizenship status, age, ability, gender, marital status, veteran status, sexual orientation, genetic information, arrest record or any other characteristic protected by applicable federal, state or local laws. Applicants committed to equity from all backgrounds, experiences, abilities, and identities are encouraged to apply.*

Human Rights Research Center (HRRC)

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