



## VOLUNTEER POSITION DESCRIPTION

Job Title: Social Media Specialist

Purpose: The position of Social Media Specialist has been created to support outreach and education of Hoosiers. Outreach is one of Hoosier's for Medical Liberty's initiatives designed to promote education, informed decision making, and activism.

Location: The Social Media Specialist will work from their own home utilizing the technology they have available.

Key Responsibilities: The Social Media Specialist:

- (1) Develops appropriate social media posts including images and text. Working knowledge of Canva helpful.
- (2) Schedules posts and communicates with the director when posts are scheduled.
- (3) Monitors analytics to determine best times/posts to make

Reports to: Board Director (Ashley Grogg)

Position Duration: The duration of the position will last a minimum of 3 months. There is no limit to the duration of the position providing the volunteer is happy and achieving satisfactory work.

Time Commitment: There may be multiple individuals in this position. Time commitment may be 4-16 hours per month (1-4 hrs per week).

Qualifications: Eligible candidates for Social Media Specialist must have their own technology to create and upload graphics and text. Applicants should have unincumbered social media accounts.

Benefits: The Social Media Specialist will be a pivotal part of the growth and effectiveness of Hoosiers for Medical Liberty and can take pride in their contributions to Medical Liberty.

