

PEACE LUTHERAN CHURCH  
3530 Dayton-Xenia Road  
Beavercreek, OH 45432

**JOB TITLE:** Social Media Ambassador

**JOB DETAILS:** A Part Time (10-15 hours/week), Non-Exempt Employ, Reports to the Senior Pastor.

**JOB REQUIREMENTS:** The Social Media Ambassador should have at least a High School diploma and be willing to adhere to all agreed upon guidelines. The Social Media Ambassador should have demonstrable experience working with far reaching Social Media Platforms; working with a large, highly dedicated viewership across multiple channels; be tech savvy with well-honed marketing skills; be an excellent verbal communicator; and be able to attend weekly staff meeting (typically Wednesday mornings).

**JOB SUMMARY:** We are seeking a Social Media Ambassador to actively engage social media users across a wide variety of platforms to include Facebook, YouTube, Flocknote, and other potential social media platforms. This engagement would include creating and editing content; scheduling content uploads; designing, maintaining, and making monthly updates to a website; maintaining an online church calendar; analyzing social media data; combing through user feedback and coordinating replies with the Senior and Associate pastors to ensure they are addressed properly. Attend and participate in weekly church staff meetings and other meetings as required. Potential position growth opportunities include maintaining a youth online calendar; posting youth-oriented promotion and celebration content on Instagram and building a volunteer staff to assist with duties. Additional opportunities of growth include functioning as a worship community facilitator to engage with users online during live streaming events.

Applicants: All interested applicants should send a resume to Pastor Steve at [pastorsteve@peacebeavercreek.org](mailto:pastorsteve@peacebeavercreek.org).