

Online Community & Web Content Manager

The XYZ (XYZ) is the oldest, multidisciplinary non-partisan professional organization focused solely on research, practice and education. We are an association of more than XXX professionals dedicated to understanding and strengthening families. For more information see www.XYZ.org. XYZ is an Equal Opportunity employer.

Online Community and Web Content Manager to manage our web content and active social media communities. The Online Community and Web Content Manager position also supports our individual members, affiliate councils, and related activities. See a full job description at <http://employment.ncfr.org/jobs#/detail/4822596>.

Job Requirements

Education, training, experience:

Minimum of a bachelor's degree. A focus on communications, marketing, journalism, public relations, business or family science is preferred. The candidate will also have a minimum of 2 years of experience in each of the following areas: 1) creating and managing web content; 2) developing and executing social media strategy; and 3) providing customer/member service. A working knowledge of the following tools is expected: HTML, Drupal or Wordpress, MS Word/Excel/Outlook/PowerPoint, Adobe PhotoShop and Sharepoint applications.