



2238 Monte Vista Ave.
Oroville, CA 95966
Office: (530) 533-7464

Social Media Intern – Volunteer

Duties:

Under the direction of the Administrative Pastor and Communications Team Lead, the Social Media Intern will:

- Curate and create content for the church's social media channels that are appropriate for the different platforms. Right now, that includes: Facebook, Twitter, Instagram, and YouTube.
- Take photos and videos to create content.
- Photo and video editing to present a professional and polished public face to our online communities.
- Writing post copy that conveys the right tone and stance in line with the mission, vision, and values of OroNaz.
- Monitoring comments on all channels and responding appropriately. This includes DMs as well as comments on content.
- Engaging with our community of followers and local businesses on social to keep the church relevant.
- Reporting issues, feedback, and suggestions to the Communications Team Lead and/or Administrative Pastor as they arise.

Requirements:

With reasonable accommodations, you will be responsible for:

- Regular attender or member at OroNaz.
- Personal transportation as needed. Regular travel expenses within reason are not covered.
- The ability to attend special events to take photos and videos (possibility of using others' photos or videos).
- Flexible availability to come to the church during the week to take photos and videos for content.
- 6-12 hours/week to devote to the above responsibilities.
- As this is a faith-based organization, your personal social media channels must reflect good judgement, morals, and no inappropriate language, sexual images or references.

Experience:

Preferred experience with:

- Above mentioned social media channels, or the willingness to learn.
- SnapChat experience a plus.
- Experience working on a team.

This list is not necessarily a comprehensive list of duties and responsibilities. For further questions or to submit a response, email Teri Carter at teri@oronaz.org. Please include examples of social media experience.