

University Christian Ministries (UCM)

UCM is a campus ministry serving the UWM community. We are located at 2211 E. Kenwood Blvd, across the street from the UWM Student Union. We provide a variety of services and programs for UWM students, and have a UWM student organization. You can learn more about us on our website at <https://ucm-uwm.org/>

We presently have an opening for a **Social Media Specialist**. Please see below for more details:

Social Media Specialist (up to 10 hours/week) Rate of \$14.50/hour

The responsibilities would include setting up, monitoring, promoting participation, engaging respondents, and providing updates across social media platforms. This would also include promoting fundraising through the platforms.

The purpose of the position is to help UCM grow our social media following, particularly among the UWM community. The social media specialist will:

- Monitor and provide updates to all UCM social media platforms 5 days/week, including Facebook, Twitter, Instagram
- Connect with UWM organizations to promote following
- Engage with respondents and encourage other to share UCM connections
- Provide or secure weekly UCM pictures for promotion
- Provide monthly reporting on following levels through UCM platforms
- Promote UCM programs and fundraising activities through social media
- Complete any other task assigned by the campus minister or board members