



Communications Team

Comms team (2 role available)

Estimated hours: 2-4 hours per week (*term time only*)

Winchester Hub is looking for a new social media officer to join our communications team! This is great for a student who is passionate about social and/or environmental change and who is looking to develop their communication, marketing and design skills. You would be working as part of the Winchester Hub student committee to support the advertising and promotion of Winchester Hubs' work. You do not need to have volunteered with Winchester Hub in order to apply for this role!

Responsibilities:

1. To support the wider Winchester Hub committee with communication requests
2. To create and schedule posts (via Hootsuite) on various platforms to promote Winchester Hub including: Facebook, Instagram, and Twitter
3. To provide communications support at Winchester Hub events
4. To create new and accessible social media content using online platforms such as Canva
5. Keep the weekly blog up to date and think of new blog content
6. Attend a weekly whole committee meeting
7. Assist the committee in fundraising efforts
8. Research and work with student groups and University departments on campus to help support and promote key events we do throughout the year.

The ideal student will:

1. Be enthusiastic about social action and Winchester Hubs' work!
2. Be a team player and have good communication with the rest of the Winchester Hub student committee and the staff team
3. Be organised and able to manage multiple communication requests
4. Have great time management and planning skills
5. Have good attention to detail including skills in proof-reading
6. Have good knowledge of the University of Winchester and the student body

Please note, if you are interested in applying but feel you haven't developed these skills yet, we still want to hear from you! We believe this is a good development opportunity for you, how about giving us a ring or emailing us to have a chat about the role?

Number: 01962 827624

Email: hello@winchesterhub.org

Interested in applying? Head to our website where you'll find our application form:

<https://www.winchesterhub.org/activities/join-our-committee>.