



Communications Officer

Southampton Hub is looking for a Communications Officer for the 2021-22 academic year!

This role would be ideal for a student who is interested in communications, social media, and marketing, and is also passionate about social action. It is also a great role for someone wanting to develop skills in social media analytics, improving communications and communicating with a variety of different audiences. You do not need to have volunteered with Southampton Hub previously in order to apply for this role but we would expect a commitment to our mission to mainstream student social action.

Commitment: 2 - 3 hours per week.

Responsibilities:

1. To be an active member of the Southampton Hub Committee, going to weekly meetings, supporting fundraisers and promoting the Hub;
2. To design and coordinate social media posts on Facebook, Twitter, and Instagram to promote hub activities;
3. To design and send the Hub newsletter, The Week, every Sunday;
4. Liaise with Hub Staff and Project Co-ordinators to see what they want to go on social media and the newsletter each week;
5. Investigate new innovative methods for Southampton Hub to communicate with our audiences;
6. To attend Southampton Hub events and fundraisers to collect footbage and support the executive committee.

The ideal candidate will:

1. Be enthusiastic about social action and Southampton Hubs' work;
2. Have good communication with the rest of the Southampton Hub student committee and the staff team;
3. Be computer literate;
4. Have excellent time management and organisational skills;
5. Be motivational;
6. Be enthusiastic about new learning opportunities.

If you would like to talk in more detail about the role, please contact Sophie on hello@southamptonhub.org and she will arrange a phone call with you.

Head to our [website](#) or apply [here](#).