

Volunteer Marketing & Communications Assistant

Description:

The Movement Centre is looking for an enthusiastic and creative Volunteer Marketing & Communications Assistant to provide support in planning and implementation of engagement strategies for the organization.

Duties and Responsibilities:

- Design promotional material including posters, brochures, press releases, advertisements and other types of print and online media
- Compose exciting and engaging digital content on the organization's website and social media accounts
- Assist in the ongoing development of the organization's website
- Gather current marketplace information on pricing, products, and innovative marketing & design ideas, etc.
- Employ marketing analytics techniques to gather important data (social media, web analytics, rankings etc.)
- Provide Google Adwords management

Qualifications:

- Marketing, communications and/or public relations experience or student
- Knowledge of key social media platforms (Facebook, Twitter, Instagram, YouTube)
- Excellent written and verbal communication skills
- Writing experience with the ability to fine tune for specific audiences
- Attention to detail and an "eye" for design
- Proficient in Microsoft Office programs, including Word, PowerPoint, (Publisher an asset)
- Works well independently and as part of a team
- Experience with Adobe Photoshop Elements an asset
- Experience with analytics and Google Adwords knowledge an asset

Time Period:

This position requires a minimum 3 months commitment. Flexible schedule for an average of 8 hours per week. The duties for this position can be completed off-site.



Benefits and Recognition:

This position will add to your skill set and provide valuable experience and opportunities for you to grow. You will receive mentorship and feedback. Employers will recognize your volunteer contribution.

Volunteers of The Movement Centre are highly valued members of our team. They make a significant difference in our ability to provide quality service to Manitobans with disabilities. The Movement Centre will provide reference letters for all volunteers who successfully complete a placement.

There is free parking and coffee!

About The Movement Centre

The Movement Centre of Manitoba is a charity organization that is committed to improving the physical health of children and adults with neurological motor disabilities such as cerebral palsy, multiple sclerosis, stroke, acquired brain injury, and Parkinson' disease. Our clients gain or regain physical mobility, increased confidence and functional independence, using Conductive Education rehabilitation.

Our office is located at 1646 Henderson Highway in Winnipeg, Manitoba.

Please send resumes to info@movementcentre.ca. Please add the volunteer position you are applying for in subject line.

