



COMMUNITY FOUNDATION

Registered Charity Number 1159381

We're looking for a **VOLUNTEER SOCIAL MEDIA OFFICER** for **COLCHESTER UNITED WOMENS FC**, to have responsibility for the overall running and development of the club's social media platforms including Facebook, X (formerly Twitter) and Instagram.

TYPICAL TASKS

- Coordinate and produce pre-match, in-match and post-match social media content
- Work with the team behind the team as well as the foundation to ensure the Club's social media reflects key moments and events both on and off the pitch
- Manage incoming messages and monitor supporter activity across channels, responding to questions and comments from the public
- Keep up to date with the current and emerging social media techniques, trends and platforms

USEFUL SKILLS FOR THIS ROLE

- Enthusiasm
- Creativity
- Well organised
- Experienced in computer and administration skills
- Confident in using and maximising the social media platforms stated.
- A good communicator, both verbal and written skills

THE ASK

- To be present at all match days to provide live updates.
- Hours vary between 2 – 4 hours a week.

OUR SUPPORT

- Training on an internal systems used to create and share content
- Flexibility on the role as and when required

THE BENEFITS

- Supporting your local community and the growth of the women and girls' game.
- Personal & professional development and/or training
- The ability to explore different sorts of career or job opportunities in a voluntary capacity
- A chance to get out, have fun and meet some new people, enjoying the traditional social life that football clubs generate
- Experiencing new challenges
- A brilliant CV booster (73% of employers would employ a candidate with volunteer experience over one without)
- A club branded t-shirt

LET'S HAVE A CONVERSATION

We would love to hear from you if you would like to get involved, please complete the Expression of Interest form <https://forms.office.com/e/EYwnj7m0JU> or email Danielle.Warnes@colchesterunited.net to find out more.

Should this role not be for you but you want to lend a hand, we have other opportunities so please get in touch.

**TO INSPIRE, ENRICH
AND UNITE OUR COMMUNITIES**

Shrub End Community & Sport Centre, Boadicea Way, Colchester, Essex, CO2 9BG

www.cu-fc.com/cucf
cucf@colchesterunited.net
01206 755160
@CoIU_CF /CoIU_CF
[#enrichourcommunities](https://www.instagram.com/enrichourcommunities)