

STUDENT SOCIAL MEDIA MANAGER

JOB DESCRIPTION

Overview

To manage the Sixth Form Social Media (Twitter, Instagram and Facebook), promoting the Sixth Form to a wider audience whilst building a following within school. There will be one position available for Manager but multiple positions available for Photographers and Journalists.

Role of Student Social Media Manager	Responsibilities
Working with and dealing with: <ul style="list-style-type: none"> ○ Sixth Form Staff ○ Sixth Form students ○ Mr Evans (if required) 	Overall responsibility for management of all Social Media within Farmor's Sixth Form including managing the security of the platforms, recruiting and coordinating the Photographers and Journalists.

Application Process

Letter of Application

- Selection process includes interview with Mr Evans
- Success criteria include
 - Excellent knowledge of Social Media and ideas about how to use it effectively
 - Excellent awareness of how to conduct your online presence
 - Ability to interact with other students across both Y12 and Y13
 - Enthusiasm
 - Organisation and reliability
 - Ability to turn ideas into action

DEADLINES

- 26th March 2021 at 4pm- letter of application to Mrs White
- w/c 29th March 2021- interviews with outgoing SSLT
- 26th April at 2:30pm- presentation to staff on Integrity
- 19th-30th April 2021- interview with Mr Evans
- Applicants will start their role, if successful, at the start of May 2021

Unlike the other leadership roles, students can apply as a group or team for this responsibility. However, only one person in that team will have access to all the passwords for the different social media accounts. If you apply as a team, think about what each person will contribute to that team and which aspects of responsibility they will undertake.