



Job Opportunity: Social Media Contractor

DETAILS

Start Date: ASAP

Repots to: Coordinator

Job Types: Part-time

Rate of Pay: \$300/ month

SUMMARY

The Pape Village Business Improvement Area is one of over 80 BIAs in the City of Toronto and represents over 80 businesses along Pape from Mortimer to Gamble. The BIA works to promote economic development in the area, with initiatives that include improving public spaces, beautifying the streetscape, coordinating events, and marketing the area and our members.

DUTIES AND RESPONSIBILITIES

- Take engaging photos and videos of the businesses and the neighbourhood in general.
- Create engaging posts that: promote our businesses, build our following and create a sense of community at least 3 times a week.
- Repost relevant merchant social media posts.
- Creating and managing online contests and initiatives.
- Create social media ads to promote posts.
- Sharing creative ideas for social media such as contests and other initiatives
- Reporting any issues or concerns to the Coordinator.
- Other tasks to support the role as required.

REQUIREMENTS

- Post-secondary education is preferred
- Strong social media experience a must
- Strong computer skills
- Able to be in the Pape Village area regularly
- Must have device with access to social media sites
- Energetic, outgoing and motivated
- Committed to community relationship development
- Be legally entitled to work according to relevant provincial/territorial legislation and regulations.

To apply: Send resume to papevillage@yahoo.ca