



ADH Social Media Content Creator Role Description

Role Title:	ADH Social Media Content Creator	Reports to:	ADH Social Media Coordinator & Deputy Chair
Organisation:	The Association of Dress Historians (ADH)	Manages:	N/A
Purpose of role:			
ADH Social Media Content Creators assist with the creation and publishing of content across ADH social media channels to ensure ADH followers receive current, lively, informative and engaging content.			
Role Expectations			
<p>Key tasks:</p> <ul style="list-style-type: none"> • To create engaging and innovative social media posts • To maintain an awareness of trends in dress and fashion history social media • To assist with the timely advertising of ADH activities on social media • To work closely with ADH communications and social media team to maintain organisational identity • To assist with monitoring social media engagement, providing feedback on metrics and users to the Social Media Coordinator <p>Essential skills and experience:</p> <ul style="list-style-type: none"> • Previous experience editing multiple social media formats • Excellent proofreading skills • Excellent written communication skills • Strong time management skills • An ability to commit to the charitable values and aims of ADH <p>Desirable skills:</p> <ul style="list-style-type: none"> • Interest in developing creative digital outputs • Demonstrable interest in reaching diverse audiences • Ability to work in cloud team systems • Interest in developing inclusion and accessibility of online information <p>Role summary:</p> <ul style="list-style-type: none"> • The role will require an average of 4 hours per week, with scheduling flexibility available in agreement with the social media team. • The role will be supported by ADH Social Media Coordinator, Communications Coordinator and Deputy Chair. • The role has a two-year tenure, resignation can be offered outside of this time 			

with reasonable notice. Role holders are asked to assist with a handover meeting to a new candidate once they have given notice of stepping down from the role.