

# Social Media Manager



Creative  
&  
Commercial

## Full Time

**4+ years experience**

**£30k+ depending on experience**

Are you a 'digital native' with a can-do attitude? A self-starter who has got their eye on the next big thing? Do you have strategic vision and great people-skills?

Creative & Commercial is a small agency – but we like to think big. The successful candidate will be experienced in managing and driving digital and social media projects and campaigns, for our clients and ourselves.

Amongst a diverse client base we assist a number of Jewish communal organisations, so an understanding of the Jewish communal landscape, and a keen interest in the not-for-profit sector would be advantageous.

## We are looking for a digital/social media professional with 4+ years experience to:

- Lead on all social media campaigns for agency clients to include project management, overseeing content creation and idea generation
- Manage and moderate social media presence on channels including Facebook, Twitter, Instagram, LinkedIn, TikTok, Snapchat and YouTube
- Use social media monitoring tools to track impact and to direct future campaigns
- Work with internal teams to develop and implement our clients' social media presence and content strategies
- Update and project-manage simple website projects and manage e-newsletter campaigns
- Be confident in a client facing role whether that is in meetings or over the phone, giving training, or managing the flow of information
- Be creative (& commercial)! We are big believers that the best ideas can come from anyone at any time – don't be shy to suggest something that might turn out to be the next big thing!

## About you

The successful candidate should have:

- Complete familiarity/understanding of Twitter, Facebook, Instagram, Snapchat, TikTok, LinkedIn as social media channels
- Familiarity with updating wordpress websites and Mailchimp email templates.
- Significant experience in of working in a digital or communications environment (social media, PR or journalism)
- A good understanding of how social media plays a part in the overall goals of a large organisation, specifically through its communications strategy
- Excellent verbal and written communication skills
- We'd love you to have the ability to hit the ground running and thrive in a fast-paced environment. You'll be a strategic thinker who is confident in providing advice to colleagues and you should be able to project manage several campaigns on a day-to-day basis.

If you can do all this and more, you'll enjoy a great career at Creative & Commercial.

## Creative & Commercial Communications Limited

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