Do you tweet and use Facebook every day? Do you take pride in your Alma Mater? If your answer to these questions is yes, then you are exactly what we are looking for. Skidmore College is seeking highly motivated individuals who have a great passion for social networking, spreading the word, and making new connections.

**Requirements**

- Must have basic knowledge of privacy settings
- Must be active on at least two social media platforms (preferably Twitter & Facebook)
- Strong commitment to ethics, honesty, and integrity in conducting business
- Home based, with bi-monthly (more frequent when necessary) check-ins with Social Media liaison
- Supply Social Media Liaison with your social media links (ex. Twitter handle, Instagram name)

**Responsibilities**

- Promotion of social campaigns, competitions and contests (i.e Reunion, giving challenges etc.) Promotional content will be provided for by Social Media Liaison Daniella Nordin or a member of the Alumni Affairs or Skidmore Fund staff
- Participate in regular meetings for updates with staff liaison
- Assist in growing Skidmore's presence on Internet based social communities (i.e. Facebook, Twitter, LinkedIn, YouTube, Instagram, Pinterest)
- Analyze similar institution's social media presence/strategies
- Identify threats and opportunities in user generated content surrounding our brand, and report to Skidmore Social Media liaisons

**Time Commitment**

- Will vary based on number of upcoming events or relevant news which needs to be promoted. (Typically less than two hours per month). Flexibility to work increased hours around peak events.