

Description

Ninety One Living Room is a jazz club & late-night bar located on Brick Lane. It offers weekly live jazz and other music events.

Juju's Bar & Stage is a warehouse multi-disciplinary bar and events space located in Ely's Yard.

As our new Freelance Social Media Assistant your mission will be to assist in the development of communication strategies that are adapted to the locations and values of Ninety One Living Room and Juju's Bar & Stage, and that are impactful and effective. You will be directly reporting to the Communications & Marketing Officer and the Creative Director.

This job requires a high degree of independence and an initiative-taking spirit. We are also looking for someone organized and resourceful with solid knowledge of social media trends and tools.

Tangible experience in social media marketing is mandatory.

Duties include but are not limited to:

- Help in developing social media strategy for both venues (Facebook/Twitter/Instagram)
- Organizing a schedule of posts according to calendar of events and content given to you by marketing team
- Assisting in creating paid campaigns
- Help in reaching new audiences and increasing engagement
- Suggest content based on current trends on social media
- Collate relevant hashtags for marketing team to reference
- Create a monthly report of social media analytics with recommendations for improvement

Person specification:

Necessary:

- Prior experience in a social media marketing role
- Experience with Later and other social media scheduling platforms
- Able to multitask and work independently
- Excellent written and verbal communication skills

Helpful:

- An interest in music and going out
- Basic graphic design skills

Working Hours:

Expected 10 - 20 hours a month with the freedom to organize your schedule. Optional review of hours after first month.

Hourly Rate:

£12 - £14 per hour depending on experience