

Volunteer Digital Content Creator

Role description

Summary

Do you have a talent for social media marketing and creating digital content?

Housing Rights is looking for a volunteer to help us tell more people about our services. Your contribution will help us to reach more people who need help with their housing problems.

Location

You can volunteer from home or at our main office, which is located in Belfast (The Skainos Centre, 239 Newtownards Road, Belfast BT4 1AF)

Time commitment

One day per week or 8 hours per week

Who will be supervising you?

You will be supervised by our Digital Communications and Marketing Officer and guided by our Staff and Volunteer Development Coordinator. They will support you as part of a small communication team.

What will you be doing?

We are looking for someone to help us create professional-level content for Housing Rights' social media and other digital channels.

Your tasks will include:

- suggesting and creating engaging content, in line with our brand guidelines, for Facebook, Instagram, LinkedIn, BlueSky and Reddit
- supporting our comms team to film and edit engaging videos for TikTok
- creating promotional materials that follow our brand
- helping with marketing campaigns, events, and fundraising activities

Skills we are looking for from you:

- digital content creation to support social media and newsletters

You should:

- be a good communicator who can create clear messages for different groups of people and to support staff
- be able to create engaging content including graphics, videos, and written posts
- be willing to suggest ideas for promoting Housing Rights work on social media

- know how to plan and schedule social media posts using tools such as Hootsuite
- be creative and have video editing skills
- have experience using Canva
- have an interest in the work that Housing Rights does

What we offer

As a volunteer, you will receive:

- a full induction to Housing Rights and our work
- reimbursement for out-of-pocket expenses you have while volunteering, in line with our expenses policy
- training and guidance to help you carry out your role
- regular 1:1 supervision meetings to talk about your progress, training needs and any concerns
- access to training that is relevant to your role
- recognition for the time you give as a volunteer
- invitations to Housing Rights events and activities
- a reference from us if you later apply for other volunteering or paid work