



Volunteer Opportunity – Digital Marketing/Communications Coordinator

The Young Filipino Professional Network (YFPN) is a group consisting of younger generation Filipinos who seek to connect in the truest business sense – sharing who they are, what they do, and how they can help each other, while taking advantage of the sense of community that already exists amongst Filipinos. This community is one of the fastest growing communities in BC with over 100,000 people. YFPN's mission is to create an association of today's Filipino professionals that handle business and networking in today's terminology.

YFPN is seeking a Digital Marketing/Communications Coordinator (Volunteer Position) to manage all of YFPN's web presence including website and social media accounts.

Expectations

- Update current YFPN website on a regular basis to ensure all information is accurate and up-to-date
- Share relevant information on YFPN, the business community, and on the Filipino community through Facebook, Twitter, and LinkedIn
- Envision and help to implement new ways of attracting new members to YFPN through our online presence
- Design banner advertisements to promote YFPN events
- Team player, supportive, and possesses excellent communication skills

Benefits

- Gain relevant marketing and communications expectations
- Work with a team of board members and support a growing organization
- Networking opportunities
- Verify volunteer hours for credit as requested

Requirements

- Education and/or experience in marketing and/or communications
- Experienced in Content Management Systems (e.g. wordpress, weebly, etc.)
- Understanding of and/or experience in managing social media platforms (e.g. Facebook, Twitter, and/or LinkedIn)
- Experience in designing banner advertisements using software (e.g. InDesign, Photoshop, etc.)
- Ability to attend YFPN Board Meetings on a monthly basis and YFPN events as needed
- Commitment of 4 – 6 hours a month

If you are interested, please send your resume to info@yfpn.ca.