

# **COMMUNICATIONS LAB**

**Building: G    Room: 359 third floor**

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**Job description: Social media**

The Communications Department is expanding its social media presence in order to inform current and prospective students, faculty, staff and the public about offerings, events, opportunities and faculty/student/alumni achievements.

The ideal candidate would be proficient in social media platforms, enjoy writing for social media and be comfortable reaching out to students and faculty for interviews. The goal is to populate social media platforms by interviewing students, faculty and alumni collecting information to post and developing new content. Direction would be provided. Must be open to learning and receiving constructive feedback.