



IDEAS For Us Mission & Vision

[IDEAS For Us](#) (IDEAS) is an Orlando-based 501(c)(3) non-profit organization and accredited NGO of the United Nations. Our mission is to develop ideas, fund action, and scale solutions that solve the world's most pressing environmental and social challenges.

Since 2008, we have been guided by our vision to contribute to a future where humanity thrives in harmony with nature and in peace with one another. Thousands of our volunteers have taken action in over 30 countries around the world and we have now evolved to specialize in helping cities advance sustainability at the local level through our projects, programs, and sustainable enterprises such as [Fleet Farming](#). We align all of our projects with the United Nations' [Sustainable Development Goals](#) to bring communities closer to fulfilling the Global Goals on a local scale.

IDEAS For Us Social Media & Marketing Manager Job Description

TITLE: IDEAS For Us (IDEAS) Social Media & Marketing Manager

EMPLOYMENT STATUS: Full-time employment.

HOURS: 40 hours a week requirement.

REPORTS TO: Chief Operations Officer, Caroline Chomanics

Essential Job Functions

The IDEAS For Us Social Media and Marketing Manager is expected to lead all online and print marketing strategies to increase revenues in multiple forms, provide environmental education to our network, promote IDEAS For Us, and increase the outreach of our digital marketing strategies. This position will be expected to attend events, capture photo / video content, schedule content out in our social media planning applications, connect with team members regarding event planning / campaigns, aid in managing our blog content for website traffic, manage a team of media / marketing interns, and other duties as assigned.

Skillset & Capabilities

While reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions, the Social Media & Marketing Manager must:

- Have knowledge of social media platforms and marketing strategies.
- Must be trained in various social media and marketing skills, programs, and campaign planning experience. *Experience required*
- Must have experience in graphic design.
- Have a keen desire to expand personal horizons, strive to be the best and desire to be part of creating something special.
- Be able to handle multiple projects and priorities with a strong attention to detail.
- Have excellent verbal and communication skills with the ability to present thoughts and ideas clearly.

- Have a desire to promote environmental awareness and eco-action projects available to communities far and wide.
- Be reliable, flexible, and punctual
- Be a self-starter and able to work independently
- Maintain the highest level of confidentiality.
- Adhere to and perform well against all IDEAS For Us policies and procedures.
- Have reliable transportation.

Education & Experience

- College degree in related area (environmental studies, marketing, design) preferred
- Excellent communication and interpersonal skills
- Manage multiple tasks simultaneously
- Strong knowledge of Adobe Suite, Buffer, Canva, Microsoft Office Suite, and other programs.
- Strong knowledge of social media (Instagram, Twitter, Facebook, etc.)

Compensation & Pay

This position would be a part time at 40 hours per week at TBD / hr rate. Applicants that live in the Orlando, Florida or surrounding community are preferred but not mandatory. Must be able to attend events in Orlando on at least a bi-weekly basis.

To submit a formal resume and application, please visit ideasforus.org/jobs. Please email portfolios to contact@ideasforus.org.

Contact Information:

Caroline Chomanics, Chief Operations Officer

Email: contact@ideasforus.org

Website: www.ideasforus.org