

Position description: Social Media Officer

The Australia-Indonesia Youth Association is a non-government, youth-led organisation that aims to better connect young people in Australia and Indonesia to each other and to Indonesia-related opportunities. AIYA's objectives are threefold:

- **connecting** young Australians and Indonesians to each other, and to opportunities to develop careers on or in Indonesia;
- **informing** young people about avenues for engaging with Indonesia and Australia;
- **inspiring** business, governments and other organisations to facilitate youth engagement between Australia and Indonesia.

Volunteer position	Social Media Officer
Starting date	Immediately
Reports to	Director of Communications
Role	The Social Media Officer will work with the director of communications and AIYA communications team to plan and develop social media content for AIYA National's LinkedIn, Twitter, and Facebook accounts, focussing on the day-to-day running of the social media, and drive strategies for audience engagement and growth.
Key responsibilities	Promoting and commissioning content for the AIYA social media: <ul style="list-style-type: none">● Responsible for developing and implement new content ideas● Working with AIYA chapters to promote their events and initiatives through national channels● Liaising with third parties to distribute and promote AIYA's website content● Assisting the director of communications in broader communications efforts
Skills	<ul style="list-style-type: none">● Bachelor's degree (completed or enrolled)● Strong understanding of the Australia-Indonesia relationship● English and Indonesian language skills● A background in social media community management● Good knowledge in social media analytics and scheduling tools are preferable
Last review	July 2018