



The National Unpaid Carers Union and Forum

As Social Media Co-Ordinator you will be pivotal in the operation of our online presence.

You will set up and operate our profiles on Social Media Channels including Facebook, Snapchat, Instagram and X.

The Social media coordinators tasks and responsibilities

The specific responsibilities of a social media coordinator include the following:

Generate content

You'll be responsible for creating the content yourself. This can include creating videos, uploading posts making announcements on behalf of the NUCUF, posting on X with routine updates and cascading communications to the core team.

Connect with members and potential new members.

You'll be responsible for monitoring the comments and messages sent to the NUCUF – The National Unpaid Carers Union and Forum and then replying to them appropriately.

Research

Because social media is always changing, as social media coordinator you will continually research the newest trends, audience preferences, and marketing techniques so that the content being created is relevant, engaging, and attention-catching.

This is a voluntary position so we would not ask more than you can spare, if you can spare 5-10 hours per week, we would love to hear from you.