

Job Title: **Social Media Manager - part-time**

Organization: **ACEER Foundation**

Location: **Remote**

Position Type: **Part-Time**

About ACEER Foundation

The ACEER Foundation (Amazon Center for Environmental Education and Research) accelerates Amazon Rainforest conservation by empowering people and communities. Through impactful programs and collaborative partnerships, we aim to foster sustainable solutions and raise awareness of the Amazon's ecological and cultural significance.

Position Summary

The ACEER Foundation is seeking an experienced and creative Social Media Manager to elevate our online presence. This role is vital in building and maintaining ACEER's presence across LinkedIn, Instagram, and Facebook. The Social Media Manager will engage audiences, support fundraising campaigns, and amplify our mission of conservation and education as well as support the shaping and development of ACEER's brand online.

Key Responsibilities and Duties

Content Creation & Management

- Develop and execute engaging content tailored for LinkedIn, Instagram, and Facebook
- Create visually appealing graphics, videos, and written posts that reflect ACEER's mission and values
- Work with ACEER's President and Program team to design and deliver content to showcase ACEER's work.

Community Engagement

- Foster meaningful interactions with followers, respond to comments and messages, and build a loyal online community
- Monitor social media trends and incorporate best practices to maximize engagement

Fundraising & Advocacy

- Collaborate with the President and Director of Philanthropy to design and promote campaigns that drive donations and support
- Share success stories, impact reports, and calls to action that inspire engagement and support

Analytics & Reporting

- Track and analyze social media metrics to measure the effectiveness of campaigns
- Provide regular reports and insights to guide strategy and improve performance

Desired Qualifications, Skills & Attributes

- **Proven experience in social media management, particularly for nonprofit or environmental organizations**
Strong understanding of social media platforms, trends, and analytics tools
- **Excellent communication skills, both written and visual**
- **Creative mindset with the ability to craft compelling narratives**
- **Passion for conservation, sustainability, and ACEER's mission**

Time Commitment & Term

- **This part-time role requires approximately 4-5 hours per week**
- **Flexibility to accommodate the Foundation's needs and campaign schedules**
- **Regular communication with the ACEER team to align strategies and goals**

Compensation

- **This is a part-time contract role and will include an annual stipend of \$6,000 USD**

Benefits & Role Value

- **Opportunity to play a key role in advancing conservation efforts and environmental education**
- **Professional growth in digital strategy, nonprofit communications, and community engagement**
- **Be part of a passionate, mission-driven team making a tangible impact**

To apply: please submit a resume to Lucy Nichols, Director of Philanthropy: lucy@aceer.com