



Come join our team! At Haiti Outreach, we collaborate with the people of Haiti to build community initiated and maintained projects that advance their development. The majority of our staff are in Haiti but we have a small office in Golden Valley, Minnesota. We are looking for someone who has a passion for international development work that can help elevate our messaging on social media and create more awareness through media channels. If that is you, let's talk!

Social Media and Communications Manager Responsibilities:

- Develop and post weekly digital content
- Repackage and/or edit existing content
- Fulfill monthly content distribution strategy and tactics to grow engagement
- Pitch to and coordinate with media outlets, blogs, and podcasts to build awareness
- Photograph in-person events
- Send out e-mail marketing messages and monthly newsletter
- Other communication tasks as assigned

Preferred Qualifications and Skills:

- Working Knowledge of Social Media platforms (IG, FB, LinkedIn, YouTube, and Tik Tok)
- Working knowledge of Canva, savvy graphic design skills
- Experience with video editing apps like CapCut
- Excellent communication skills
- Must be extremely detail oriented with strong attention to follow-through
- Ability to work independently at a fast pace
- A positive attitude and flexibility
- Creative thinker
- Eagerness to learn
- Passion for brand marketing, digital content, and nonprofits
- Experience in Haiti and with Haitian culture is a plus
- Proficiently in Haitian Kreyol is preferred

This position is 8 hrs/ week, contracted. Flexible hours. Can be done remote or in our office in Golden Valley. Prefer candidates in the Twin Cities.

Haiti Outreach is committed to hiring and advancing staff who represent voices from traditionally underrepresented populations. We encourage you to apply even if you do not meet all the qualifications.

How to Apply: Please send a cover letter and resume to Ceallaigh Smart, Executive Director, at csmart@haitioutreach.org. Open until filled.