



Student Engagement Assistant

(Social Media & Marketing)

Roles available:	1
Hours per week:	8hrs
Contract type:	Term-Time
Hours:	Flexible around timetable
Location:	On campus

About the role

We are looking for a pro-active & enthusiastic person to join our team and help us engage with students, right across the college. We're looking for someone with the knowledge and skills to develop our social media and web-based content to make sure it is engaging and useful as it can be, as well as filming fresh content on campus to help show the real EC student experience. If you consider yourself to be an expert on insta, or a terrific TikTok-er and want to help students feel part of their college community, then this could be the job for you.

Responsibilities include:

- Using a variety of media platforms to help promote the services and activities we provide to as many EC students as possible
- Developing a wide array of social media and web content in order to increase engagement and reach
- Generating graphics, logos, and other branded materials to help promote the work of the Students' Association
- Creating written and video content to support our activities and campaigns
- Interacting with students on-campus, face-to-face, including interviewing them on camera to help promote our activities
- Supporting the development of safe, online spaces for students with particular interests or experiences to organise and meet other students
- Covering incoming student enquiries on a range of channels (including phone, e-mail, LiveChat, and social media channels) and recording feedback from students to identify areas of need

Training and one-to-one supervision & support will be provided for the role. The role will work alongside our other Student Engagement Assistant, who be focussed on organising and delivering events and activities on campus as well as a range of full-time staff.



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Edinburgh College Students' Association is a charity registered in Scotland (SC028544)