

## **ANR Communications – Web and Social Media Student**

Pay: \$12 per hour

### **Job description:**

The Agriculture and Natural Resources (ANR) Communications Team for Iowa State University Extension and Outreach is seeking a student to help assist with social media and website tasks that include but are not limited to:

- Social media management for Facebook, Twitter and Instagram accounts. This includes regular strategic posting, follower interaction and analytic reporting. Five accounts total.
- Website updates and maintenance including link review and updates, adding events, and featured news articles and building pages of content.
- Graphic design to create content for social media using LucidPress and following ISU branding guidelines to promote new publications or support campaigns.
- Closed captioning updates on YouTube videos.
- Occasional photography or video project support.

### **Job skills/requirements:**

- Willing to work remotely or on campus and meet with staff weekly.
- Excellent writing and editing skills.
- Experience with Facebook, Twitter, Instagram and Hootsuite.
- Experience managing multiple social media accounts and creating strategic content.
- Experience with design programs such as LucidPress or Canva.
- Experience editing, creating and posting website content.
- Knowledge of agriculture and natural resources.
- Knowledge of Web Content Accessibility Guidelines (WCAG) and general accessibility standards.
- Knowledge of ISU branding guidelines for digital design.

**Please submit a cover letter and resume to Traci Knight ([tknight@iastate.edu](mailto:tknight@iastate.edu)).**