



## Job Description for Digital Marketing Coordinator

- **Job Title** – Digital Marketing Coordinator
- **Job Summary** – Jungle Kids for Christ (JKC) is a growing ministry whose mission is to empower children of the Ecuadorian jungle by sharing the gospel through education and teaching values and leadership. To accomplish that mission, we have established a private, Christian academy, a residential home, and a basketball program to serve children and students in and from the jungle. We have been able to do this, in part, by developing partnerships and building awareness through sharing stories and content on our digital marketing channels. We are looking for a talented individual who can manage JKC's multiple digital marketing platforms from content collection to publication.
- **Commitment length** – minimum one year, but two or more is preferred.
- **Responsibilities and Duties**
  - Content collection for happenings around the ministry
    - Photography, including purging and editing photos.
    - Videography, including purging and editing.
      - Production when applicable and able.
  - Manage the ministry's digital marketing platforms.
    - Jungle Kids for Christ main accounts Facebook and Instagram: weekly posts, photos, videos, short stories, and other ministry needs.
      - Other pages from JKC's ministry programs (if desired by ministry program directors).
    - Email blasts from Donorview for JKC stateside audience: newsletters, stories, recruiting, fundraising, etc.
  - Collect stories from around the ministry.

- Talking with missionaries and other staffers.
  - Reading missionary newsletters to look for stories.
- Likely special project-based work, including, by not limited to, the following: event photography and video production.
- **Qualifications and Skills**
  - Associate's degree or higher in marketing, social media, or other business / digital marketing majors.
  - Proven skills in photography, editing included.
  - Videography skills are preferred but not required.
  - Basic knowledge of or willingness to learn Spanish.
  - Must be at least 20 years of age.
  - Agree with our statement of faith and abide by our code of conduct.
  - Self-motivated worker.
  - Must be flexible and willing to learn different ways of doing things.
- **Expectations and Additional Information**
  - Must raise your own support, approximate cost of \$15,000 per year.
  - Housing options provided.
  - Travel insurance options are available.
  - Food options are covered in the budget mentioned above.