

Social Media Manager for ISA Publications

The International Sociological Association (ISA) is seeking expressions of interest for the position of a Social Media Manager (SMM) to lead, create and manage social media strategies for ISA publications portfolio.

The contract will start as a 6-month project, renewable upon the agreement of the two parties. The ideal candidate is an early career researcher (including PhD students) that is both familiar with academic and sociological debates, as well as social media management and content creation. Scholars from underrepresented groups in academia are specially welcomed to apply.

Besides the opportunity to develop creative ideas in a dynamic and flexible space, the SMM will have the opportunity to work with a number of sociologists from all over the world, in a network the SMM is expected to contribute to enhance. The SMM will work with the ISA Vice-President of Publications and the editors in order to align their innovative ideas and strategies within the overall editorial policies and ISA mandate, but is expected the SMM to work autonomously and proactively, providing a set of strategies to improve visibility and engagement for the different ISA publications.

The SMM's role:

- Leading and managing the social media presence of ISA publications in order to enhance an online traffic/readership, engagement and overall social media presence.
- Creating and proposing specific strategies for the different ISA publications on Twitter, Facebook and other online platforms
- Produce indicators to measure impact of the strategies proposed and be able to evaluate and modify the decisions taken based on these results.
- Produce a 6month report for the ISA Executive Committee explaining activities developed and landmarks achieved.

The SMM will need to set up office arrangements in accordance with needs and local practice, including internet and regular e-mail access, and preferably also occasional electronic/videoconferencing. It is expected (but not mandatory) that the SMM's department provide adequate support, to include at least free office space and IT facilities. The SMM does not have to be a native English speaker but does need to have a good command of English since most of the social media communication is made in this language. Proficiency in other languages obviously also helps.

Expression of interest should include:

- an up-to-date short CV (up to 3 pages)
- a summary of experience relevant to this position (up to one page);
- ideas for further developing ISA Publications social media (up to two pages)

Expressions of interest should be submitted to Eloísa Martín, ISA Vice-President of Publications <isa.vp.publications@gmail.com>, and copied to the ISA Secretariat <isa@isa-sociology.org> by **December 18th, 2020**

The Social Media Manager will take on responsibilities as early as possible after the decision is made.