
Staff Vacancy: Projects Social Media Manager

SEDS-Canada has several different project campaigns happening annually or biennially, which include the *Canadian Reduced Gravity Experiment (CAN-RGX) Design Challenge*, the *Canadian Stratospheric Balloon Experiment (CAN-SBX) Design Challenge*, the *Canadian Analog Research Experiment (CAN-ARX) Design Challenge*, the *Young Space Entrepreneurs Competition (YSpace)*, and the *Canadian CubeSat Network (CCN)*. We are looking for a social media manager who can create and update all SEDS-Canada social media accounts related to the said projects that will better serve both our audience and our needs as an organization. The Projects Web Developer will work closely with all Projects staff under the leadership of the Deputy Projects Chair and the Projects Chair.

This position is ideal for anyone who wants to get more experience in public outreach and marketing at a growing national non-profit; being a space enthusiast is a bonus.

Primary duties:

- Create social media posts in compliance with content and design expectations at SEDS-Canada
- Create and oversee social media posting schedule
- Monitor private messages sent to, and public comments/questions made on our social media accounts related to Projects and respond in timely fashion
- Use data analytics to tailor our content and maximise our reach and impact
- Implement strategies like A/B tests to monitor and optimize social media engagement
- Research marketing trends and strategies (campaigns, post frequency/timings, advertising etc.) that can enhance our social media profile and maximize impact

Requirements:

- Time: 3-5 hours/week
- Proficiency in English; French is an asset, but not required
- Good organizational and communication skills
- Experience with Canva and Adobe Suite is a bonus

This is an unpaid volunteer position. Prior experience is preferred, but not necessary; the most important requirement is a willingness to learn in a fast-paced and professional environment.

Apply today by filling out the form at bit.ly/apply2seds, and we'll get back to you by the end of the application window. The deadline to apply is **Aug 10th, 2025**.