



## Muslim Children's Aid & Support Services

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**Registered Charitable Number: 84917 8546 RR0001**

### **CANADA SUMMER JOBS 2022 PROGRAM**

**Summer Staff Positions: (1)**

**SOCIAL MEDIA COMMUNITY MANAGER**

**Location: Greater Toronto Area**

**Term: July 4 – August 29, 2022 (maximum 8 weeks – 35 hours/week)**

**Application Deadline: Sunday, May 29, 2022**

#### **About MCASS**

At Muslim Children's Aid and Support Services (MCASS), we have the vision for a just and equitable society with the full participation of Canadian Muslims. Our Mission is to be an overarching child protection and support agency for Muslim individuals and families in the Greater Toronto Area (GTA) by empowering Muslim communities to improve their familial, social and cultural well-being. We envision a healthy, equitable, inclusive and welcoming community that works together to engage with and be a responsive body to our larger community members.

#### **Job Opportunity**

MCASS serves a multicultural mosaic of diverse Muslim children, families and communities: diverse in race, culture, ethnicity, age, gender, sexual orientation, and ability. Many of the children and families are marginalized/vulnerable and/or refugees with intersectional barriers and challenges to programs and services due to their lived experiences in their homelands, migration journeys or resettlement in Canada. As Peoples of Colour, any have been subject to racism, discrimination, and Islamophobia. Since early 2020, MCASS has concentrated on establishing and expanding its digital presence. The Social Media Community Manager will collaborate with the ED, other staff, volunteers, Board, and MCASS partners to actively engage on social media.

#### **Skills & Experience**

- Education in Social Work, Social Services, Children & Youth or Immigrant & Settlement programs
- Fluency in English, (both written and oral)
- Experience with social media platforms and strategies for reach and engagement
- Experience in working with children and youth and with diverse communities
- Strong interpersonal and communication skills
- Experience with community engagement on digital platforms and research an asset
- Strong organizational skills, ability to multi-task and work with competing deadlines
- High motivation, a collaborative approach to work, and a commitment to diversity/inclusion

## **Duties & Responsibilities**

- Manage MCASS Facebook, Instagram, Twitter, LinkedIn , and YouTube channels
- Make recommendations to changes and improvements in the MCASS' Social Media Strategy
- Create and disseminate creative, interesting and impactful posts
- Leverage capabilities of social media platforms to provide innovative posts, stories, reels, etc.
- Share information about MCASS programs and services
- Showcase MCASS staff and volunteers and the work of our partners
- Increase the agency's followers and expand reach and engagement on all platforms
- Evaluate the pros and cons for becoming active on TikTok
- Support the ED in requisite social media activities contained in funding agreements
- Support the MCASS' fundraising activities• Produce weekly reports on the engagement on all platforms

## **Compensation**

\$15.00/hour based on a 35-hour work week for a maximum of 8 weeks.

## **How to Apply**

Please send your resume and cover letter for the **Social Media Community Manager** position via email to Karen Scott, Executive Director at [execdirector@muslimchildrensaid.com](mailto:execdirector@muslimchildrensaid.com) **by Sunday, May 29, 2022 ET**. Please identify CSJ – Community Services Officer-Social Services the subject of your email.

MCASS is committed to Employment Equity and welcome applications from members of diverse cultural, ethnic, religious, and racialized groups, Indigenous persons, persons with disabilities, persons of diverse sexual orientations and gender identities and others with the skills and knowledge to productively engage with diverse communities.

MCASS thanks all applicants for their interest in these opportunities. However, we regret only the candidates selected for an interview will be contacted. No telephone inquiries please.