

IAE Volunteer Job Description

To be filled out by PD or Volunteer Supervisor.

*Volunteer Release form also needs to be filled out by volunteer

Volunteer Job Title: Media Volunteer

Purpose: IAE seeks an extended volunteer to help create engaging media, including social media and video channels, to engage our community and excite them about restoring healthy and resilient natural areas. Knowledge of video editing, YouTube and Canva is preferred. The ideal person will have an interest in ecological conservation and botany. Remote work from your computer is required; suggested hours are 3 hours/week, at least through September. Bring your media skills to help bolster our outreach and engagement!

Key Responsibilities: Design engaging video and social media posts, including Facebook, Instagram, Twitter and LinkedIn. Knowledge of video editing, YouTube, and Canva is preferred. The ideal person will also have an interest in ecological conservation and botany. Remote work from your computer is required; suggested hours are 3 hours/week through the month of September 2021.

Volunteer Supervisor/Contact: Michel Wiman, IAE Communications and Fundraising Coordinator, michelw@appliedeco.org, 541-753-3099 x 701.

Location: Remote work from your own computer.

Date (s): September, 2021

Expected Length of Time of Project: 2-3 hours per week through September, 2021.

Skills or Training Needed: Must know how to edit and upload video to Youtube. Experience with Facebook and Instagram Live a plus.

Equipment Needed : Personal computer and internet access required.