



RIVER ALLIANCE
of WISCONSIN

Position Description

Digital Marketing Assistant

Want to use your marketing, design and organizing skills to help people get involved in protecting Wisconsin's water resources and natural environment? River Alliance of Wisconsin seeks a motivated individual to support events, member outreach, digital organizing around clean water, and communications that help Wisconsinites protect and restore Wisconsin's waters. If you'd like to work with a statewide advocacy nonprofit on advancing clean water for all in Wisconsin, this role may be for you!

Successful candidates will have:

- Knowledge of Wisconsin audiences and Wisconsin water issues
- Outstanding written and verbal communication skills
- Demonstrated experience in social media marketing
- Knowledge of online and field organizing tools and tactics
- Solid design skills (Adobe, Canva)
- Background with WordPress or similar content management system
- The ability to work efficiently on a variety of tasks
- Experience in event management and planning

Additional qualifications include: Experience using member databases such as EveryAction. Excellent time management skills, an organized and detail-oriented work style, copy-editing skills, and comfort learning new software applications. Basic video editing skills a plus! This position supports the roles of the Communications Director and the Policy Director.

Duties include, but are not limited to: creation of print and digital marketing pieces, website and blog updates, event planning assistance, copywriting, editing/proofreading, social media marketing, and other tasks as assigned.

This position is part-time, 15-20 hours per week, beginning in November 2020 through April 2021, with potential to extend beyond, and is remote/work-from-home due to COVID-19.

Compensation is \$18 per hour. Position includes the chance to learn from staff and board members who are committed to clean water in Wisconsin. Candidates from diverse backgrounds and work-study students are encouraged to apply.

How to Apply:

Please submit letter of interest, resume and 2 samples of your design and/or communications work via email to Danika Laine (dlaine@wisconsinrivers.org).

Deadline: Sunday, October. 25th, 2020

River Alliance of Wisconsin is an equal opportunity employer.

www.wisconsinrivers.org