



contract social media specialist

Vehr Communications is seeking a contract (with potential to hire) social media specialist effective immediately to collaborate with Vehr client teams and manage client social media accounts. The contractor should anticipate approximately 15 to 20 hours per week.

Expertise required includes:

- Ability to use social media strategically to help clients meet business objectives.
- Work in a team environment and interface with clients, as needed.
- Ability to think creatively to inspire audience engagement.
- Ability to manage multiple social media accounts.
- Develop social media content calendars; tailor content to FB, IG and TikTok.
- Ability to draft unscheduled content with quick turnaround.
- Adept at various content formats: video, Reels/Stories, polls, sweepstakes, listicles, graphics, etc.
 - Create and edit vertical video with trending sounds.
 - Develop social media graphics using Canva.
 - Create and manage social media sweepstakes.
- Monitor and manage social community comments and questions.
- Analyze social media analytics and develop monthly reports with actionable insights.
- Ability to be on-site at planned client events to shoot social video and photography.
- Ability to track client time in 15-minute increments on a daily basis and submit time sheets (preferably in Excel) on a weekly basis.

To learn more about Vehr Communications, please visit: vehrcommunications.com

Interested candidate should send a cover email/letter and a current resume to:

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