

LINCOLNSHIRE CO-OP WOMEN & GIRLS LEAGUE



POSITION – WEBSITE / SOCIAL MEDIA ASSISTANT

- The role of Website / Social Media Assistant is to maintain, update, manage and monitor the Lincolnshire Women & Girls Social Media Platforms.

Roles & Responsibilities

- Update / Maintain Lincolnshire Co-op Women & Girls League Website
- Update / Maintain Lincolnshire Co-op Women & Girls League Twitter Feed
- Attend League Cup Finals and Presentation day
- Promote all Lincolnshire Co-op Women & Girls League events
- 1-2 hours minimum weekly expectancy

Required Skills & Attributes

- Organisation
- Time Management
- Good communication (verbal / written)
- Attention to detail
- IT skills / Technological competence (or a willingness to learn)
- Social Media / Website Experience (1 year essentially)

Please submit your expression of interest for the position of Website / Social Media Assistant to stuart.houlton@lincolnshirefa.com by Friday 24th June 2022

