



Community Manager

We are seeking passionate and enthusiastic individuals to join our team as Volunteer Community Managers. This role will involve both online and offline activities, such as hosting physical meetups, real-life projects, micro-events, kickoff meetings, and many more.

Key Responsibilities:

- Respond promptly and professionally to community queries and discussions.
- Organise engaging online activities like discussions, contests, and sessions.
- Recruit and onboard community ambassadors to drive engagement.
- Plan and host physical meetups, micro-events, and kickoff meetings.
- Manage event logistics, including venues, schedules, and materials.
- Facilitate interactive and collaborative sessions during events.
- Collaborate with the marketing team to create community-driven content.
- Maintain a content calendar for consistent community communication.
- Track and analyse engagement metrics to provide insights.
- Gather feedback to improve events and initiatives.
- Prepare detailed reports on community growth and participation.

Requirements:

- Passion for building and engaging communities.
- Strong communication and interpersonal skills.
- Experience in community management, event planning, or a similar role is a plus.
- Ability to work independently and as part of a team.
- Familiarity with social media platforms, online forums, and digital marketing strategies.
- Excellent organisational and multitasking abilities.
- Proactive attitude and willingness to take initiative.
- Flexibility to attend and host physical meetups and events.

Perks

- Accepted persons will be given an automatic FULL scholarship to a relevant Bincom Academy Class(es). A certificate of participation in the Bincom Academy class will be given.

This role starts as a 100% remote volunteer role.

Job Types: Part-time, Temporary contract, Apprenticeship, Volunteer

Contract length: 6 months

Part-time hours: 10 per week

Apply at <https://bincom.net/volunteerregistration>