



Social Media Officer (Part-time/Casual)

The Ecological Society of Australia (ESA) is the peak professional body for ecologists in Australia. We are seeking a Social Media Officer to support the development of the ESA's social media presence.

About us:

The Ecological Society of Australia Incorporated (ESA) is a non-profit, non-partisan professional organisation of scientists, founded in 1960. We are the peak professional membership body for ecologists in Australia, with over 1200 members from all states and territories.

The ESA aims to create a community of knowledge and understanding amongst ecologists, and reach out to those working in related fields, to policy makers, and to interested members of the public. Our primary vehicles for achieving this are scientific and management-oriented publications, including two journals, conferences and workshops to promote the exchange of information and professional development.

About the role:

- Casual position, 10 hours per week
- Work remotely/from home
- Reports to the Science Communications Coordinator
- Part of a small and engaging team
- Use your creative and communication skills to support ecologists and ecological science in Australia

Duties would include:

- Designing and scheduling content
- Liaising with internal and external stakeholders to source and develop content
- Monitoring social media engagement
- Maintaining a contact database
- Maintaining an archive of images, audio and video
- Assisting with the development of a social media strategy, style guide and contributor guidelines
- Attending the ESA Annual Conference to assist the Communications Coordinator (registration, travel and accommodation expenses related to this covered by the ESA)
- Supporting the Communications Coordinator with additional duties when needed

About you:

Essential:

- Experience in a similar role
- Proficiency in design program Canva or similar
- Experience drafting, scheduling and monitoring content for social media platforms (particularly Facebook, X/Twitter, Instagram and LinkedIn).
- The ability to work independently and meet set timeframes
- Solid editing and research skills
- Excellent written communication
- Strong attention to detail

Desirable:

- Experience developing and implementing social media strategy
- Experience using WordPress editor and the Adobe Creative Cloud suite (particularly Premiere Pro)
- A background in science communication

Remuneration:

- The position is a contract role with remuneration set at AUD\$40 per hour.

How to Apply

To apply for this position, please send your CV and a cover letter outlining your suitability for this role to: ESA Communications Coordinator Claire Halliday (media@ecolsoc.org.au) **by close of business Monday July 13, 2026.**

In your cover letter, please include:

- The key ideas that you would adopt in your approach to ESA social media
- Your previous experience in a similar role, addressing the selection criteria above **with relevant examples**

Requests for information regarding the ESA, our scope of communications, or any other matters relating to the role, can be directed to ESA Communications Coordinator, Claire Halliday, via email (media@ecolsoc.org.au) or mobile (0409 356 346).

The ESA is an equal opportunity employer and we welcome applicants from all backgrounds. We encourage Aboriginal and Torres Strait Islander people as well as people of colour, people with a disability, and those of any religion or gender identity to apply.