

Media & Communications Coordinator



Job Description

About the Charlotte Eagles:

- Charlotte Eagles is a Gospel-centered ministry that introduces people to Jesus Christ, teaches them to follow Him, and empowers them as leaders through the global environment of soccer.
- All Charlotte Eagles staff are members of the community and actively participate in the spiritual life of that community and prioritize the ongoing study and growth in the mastery of God's Word

Position Purpose & Responsibilities:

- Responsible for telling the cohesive story of the Eagles effectively through all communication platforms available - including social media, website, email, etc.
- Collaborate with the Director of Operations, Program Directors, and seasonal interns to develop effective workflow, accountability, and discern communication and marketing needs
- Pursue this ministry support role through a strategy of prayer, communication, and execution

Daily Responsibilities:

- Manage Charlotte Eagles Social Media accounts - create and manage content calendar
- Create graphics and videos for social media posts
- Create flyers and graphics for various department needs
- Take photos at different program events and games to keep photos and content up to date
- Write and design quarterly email updates to Charlotte Eagles supporters
- Communicate with sponsors regarding social media needs
- Maintain website - keep information up to date & maintain brand consistency
- Make regular site visits to Eagles programs to equitably tell the greater story of the Charlotte Eagles and to consistently generate content for communications

Compensation:

- To be discussed upon interview

**If Interested, email jclelan@charlotteeagles.com
with resume & cover letter!**