

Scientudio – Social Media Coordinator (A Volunteer Position)

Why to Join Us?

Are you an early / mid career STEM / ARTS / COMMERCE professional looking to level up your career? Maybe you want to boost your skill set in digital marketing on global platform? Join our dynamic [team](#), get experience in personal branding, and learn how to elevate your professional approach with multidisciplinary competence.

If you feel that can be you, then, it's a great place for you to start.

Background:

Scientudio is a consultancy firm to provide support related to documentation (RFPs, IND, CTA), business and digital marketing strategic reports, infomercials, career development workshops, science illustrations and many more to pharmaceutical companies, both start ups and mid-career phase. It connects dots for regional pharmaceutical companies located in Asia, Europe and Africa to get access to the North American market. In addition to the business stream, Scientudio also offers a philanthropy stream named as “Global Welfare” to provide vocational training and education sessions under “AfroAsiatic EdTech” program.

Scientudio's talented team is composed of individuals from all different backgrounds, tied together by the passion, devotion and determination to boost the new trends in pharma-consultancy across the globe. Through the Global Welfare program, Scientudio is committed to serve the people who need them most. Please join our team to make a measurable difference in consultancy market and philanthropy services.

Volunteer's Role Responsibilities:

- Execute a results-driven social media strategy.
- Develop and curate engaging content (aligned with Scientudio's mission and vision) for social media platforms (Twitter, LinkedIn, Instagram).
- Maintain unified brand voice across different social media channels.
- Collaborate with management team to create a social media calendar.
- Monitor social media channels for pharmaceutical industry trends.
- Interact with users and respond to social media messages, inquiries, and comments after discussion with Scientudio's management team.
- Review analytics and share key metrics with management to prepare the reports.
- Assist in the development and management of social media marketing and influencer marketing strategy.

Work Specifications:

Please note that this is a volunteer position and a remote job. It does not have any fixed hours; however, it does require of commitment of at least 7-10 hours per week (30 hours per month). Please also note that Scientudio is / will not be responsible for any employee specific health and / or any other benefits. Based on three months performance, the social media coordinator will be awarded with honorarium.

Desired Qualifications/Skills:

- Passion for social media and proficiency with major social media platforms and social media management tools
- Proficiency with digital media formats and HTML
- Ability to understand historical, current, and future trends in the digital content and social media space
- Strong copywriting and copy-editing skills
- Top-notch oral and verbal communication skills
- Impeccable time management skills with the ability to multitask
- Detail-oriented approach with ability to work under pressure to meet deadlines where applicable

Education and Experience Requirements:

- Bachelor's degree in science and / or marketing or a related field
- 1-3 years experience with B2C social media marketing or content development
- Direct experience using social media management tools (If applicable: Hootsuite, Sprinklr)
- Experience with Microsoft Office (Excel, Outlook)
- Experience with Adobe Creative Cloud (Photoshop, Premier Pro) or equivalent digital media editing tools a plus

Application Submission:

Please submit your application with following documents on: <https://www.scientudio.biz/application>

- Updated resume
- A cover letter

If you have questions, write email to: pharmapad@scientudio.biz

NOTE: Upon selection, you will be required to provide a copy of national ID card and certificates / transcripts.