



Digital Content Manager
Unite for HER
West Chester, PA

We are a national nonprofit organization that supports those affected by breast and ovarian cancers by providing free access to integrative therapies, education, and a supportive community. Unite for HER works in partnership with hospitals and cancer centers throughout the United States, supporting more than 5,000 patients annually.

We are growing rapidly and seek a digital content manager to join our team; this position will report to the director of communications and work in our West Chester office with a hybrid WFH/in-office schedule, requiring one office day weekly.

The digital content manager will assist in the execution of our educational events and overall communications strategy. The ideal candidate is passionate about digital communications and social media, organized, detail-oriented, and eager to make a difference in the lives of those we serve.

Responsibilities

- Produce digital educational events monthly, coordinating event materials, guests, promotional and post-event materials
- Develop digital content to support educational and outreach initiatives
- Manage relationships with outreach sponsors, managing content and communications objectives across digital platforms
- Assist in social media account management of brand channels (Facebook, Twitter, Instagram, LinkedIn, TikTok, YouTube, and emerging platforms)
- Assist in email marketing campaigns and digital communications
- Assist at Unite for HER community and fundraising events

Desired skills

- Bachelor's degree in Communications, Public Relations, Marketing, or related field preferred.
- 5 years professional experience in marketing/communications
- Graphic design and video editing experience required
- Previous experience and skills with WordPress website management required
- Strong writing and editing skills preferred
- Detail-oriented
- Knowledgeable on the current digital landscape, including social media channels and emerging platforms (Facebook, Twitter, Instagram, LinkedIn)
- Proficiency with Microsoft Teams and Office Suite and Adobe design programs (InDesign, Photoshop, Illustrator, Acrobat) required

Job Type

This role is a full-time opportunity with a hybrid WFH/in-office schedule, requiring one day in the West Chester, PA, office weekly.

Additional attendance at four signature fundraising events throughout year also required.

To Apply

To submit your application for consideration, please forward your resume, cover letter, and creative portfolio to Corianne Schrim at cschrim@uniteforher.org.