

Communications & Social Media Coordinator

2 Positions Available



Organization:	Eastern Synod of the Evangelical Lutheran Church in Canada
Location:	Hybrid – Kitchener-based with remote collaboration
Term:	8 consecutive weeks, 35 hours/week
Start Date:	Variable – to be confirmed with successful candidates (Summer 2026)
Wage:	\$17.60/hour
Positions:	2

ABOUT THE EASTERN SYNOD

The Eastern Synod of the Evangelical Lutheran Church in Canada (ELCIC) serves 175 congregations and approximately 50,000 baptized members from Sault Ste. Marie, Ontario to Halifax, Nova Scotia. We are committed to supporting congregational life, community engagement, and ministry across a wide and diverse region.

ABOUT THE ROLE

We are looking for two enthusiastic and creative students to join our team as Communications & Social Media Coordinators this summer. Many congregations rely on digital tools to stay connected but have limited capacity to maintain consistent, accessible communication. In this role you will help expand the Synod's reach, amplify congregational stories, and ensure that programs, partnerships, and resources are visible and easy to find.

KEY RESPONSIBILITIES

Content Creation and Digital Communication

- Develop and implement a coordinated social media strategy
- Create written content, graphics, infographics, and short videos
- Share stories of congregational life, community programs, and partnerships
- Ensure communication is clear, engaging, and accessible

Support to Congregations

- Assist congregations with limited staff capacity to strengthen their digital presence, including:
 - Improving websites and communication materials
 - Promoting events and programs
 - Social media presence
- Provide practical guidance on digital tools and communication practices

Storytelling and Public Engagement

- Gather and share stories that reflect community life and outreach
- Promote events, initiatives, and partnerships across the Synod
- Help strengthen public awareness through consistent communication

Accessibility and Inclusion

- Support the creation of accessible digital content
- Improve clarity and usability of online communication
- Help ensure information is available to diverse audiences

Analytics and Continuous Improvement

- Monitor engagement and basic analytics
- Support interpretation of data to improve communication strategies
- Adapt approaches based on feedback and results

Collaboration and Work Structure

- Work as a team of two, sharing responsibilities and learning from one another
- Participate in weekly check-ins and structured supervision
- Contribute to shared project goals and timelines

SKILLS AND QUALIFICATIONS

- Strong written and verbal communication skills
- Familiarity with social media platforms and digital tools
- Creativity and attention to detail
- Ability to work collaboratively and independently
- Interest in community engagement and storytelling

WHAT YOU WILL GAIN

This is a hands-on summer position with real responsibility and real impact. You will leave with:

- Practical experience in digital communication and content creation
- A portfolio of work you can share with future employers
- Project coordination and teamwork skills
- Experience working in a non-profit, community-based environment
- Professional mentorship and structured feedback

EQUITY AND INCLUSION

The Eastern Synod is committed to inclusive hiring. Priority will be given to applicants facing barriers to employment. We offer accommodation measures, flexible arrangements, and a respectful, supportive team environment.

HOW TO APPLY

Please submit a cover letter and resume to:

Katja Brittain

Email: kbrittain@elcic.ca

Questions about the role are also welcome at the above email address.

Application Deadline: May 1, 2026, or until the position is filled

Eastern Synod of the Evangelical Lutheran Church in Canada

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