Position Title: Marketing Coordinator
Status: Part-time contractor
Location: Remote, Los Angeles
Reports To: Director of Marketing
Salary Range: $20-25/hour (commensurate with experience); 15-20 hours/week

Are you a creative, digitally savvy professional who is passionate about making a difference for people and the planet? 5 Gyres is seeking a talented and collaborative Marketing Coordinator with an organized mindset to support communications campaigns and bring creative ideas to the team.

RESPONSIBILITIES
● Develop and curate engaging content for social media platforms, including Instagram, Reels, Facebook, Twitter, and LinkedIn
● Update and maintain a social media/editorial calendar and manage scheduling content on a weekly basis
● Manage online communities – engage and monitor community responses, social sentiment, etc.
● Stay on top of social trends and suggest creative ideas
● Review and track monthly digital analytics
● Assist in the production of two monthly newsletters
● Monitor daily news and flag relevant stories
● Maintain PR media lists
● Design graphics and reports to support communications and organizational needs (social media, organizational reports, etc.)

QUALIFICATIONS
● Bachelor’s degree in communications, marketing, or related field
● 1-2 years relevant work experience, including social media and graphic design
● Passion for social media and proficiency with major social media platforms and management tools
● Strong copywriting skills
● Experience with Adobe and Canva
● Detail-oriented and organized, with an ability to multitask
• Knowledge of and passion for environmental issues, ideally with a knowledge of plastic pollution

Preferred Qualifications:
• Bilingual in Spanish
• Proficient in Adobe Creative Suite
• Basic video editing skills

TO APPLY
Qualified candidates should send their resume, cover letter, and sample work to careers@5gyres.org.

NOTE: our offices are closed for the holiday break from December 17-January 2. We will begin reviewing applications and coordinate the first round of interviews in early January.

WHO WE ARE
The 5 Gyres Institute is a nonprofit organization established in 2009 based in Los Angeles, with a global network of supporters united in the pursuit of a planet free of plastic pollution. 5 Gyres’ mission is to empower action against the global health crisis of plastic pollution through science, education, and advocacy.

5 Gyres is an Equal Opportunity Employer. We are committed to ensuring an equitable, just, diverse, and inclusive work environment for all, without regard to race, color, religion, gender, gender identity or expression, sexual orientation, family or parental status, national origin, genetics, disability, age, or veteran status.