

Work in the mountains!

Position: Digital Content Associate

Job Location: Waste Warriors Head Office, Dehradun

Experience: 1-3 years skills & experience in multimedia content planning/online community building/publishing/journalism

Details: Full-time position (48hrs/week) for a minimum of one year

Application Procedure: Please apply via the form

CLICK HERE 

Introduction

Waste Warriors Society is a non-profit organisation catalysing systemic change to solve the waste management crisis of the Indian Himalayan Region. Our work lies at the intersection of Climate Change, Biodiversity Habitat Conservation, and Informal livelihoods. With a team of 200+ Warriors spread across various locations nestled in the beautiful landscapes of Uttarakhand and Himachal Pradesh, we strive to create effective waste management solutions across urban and rural landscapes, with a special focus on eco-sensitive and tourist areas.

Position Brief

We are seeking a dynamic Digital Content Associate to join our team at the head office in Dehradun. In this role, you will collaborate with the Communications Team and provide essential support to Project Managers in the planning of multimedia campaigns, spanning social media, video/web, and news media. Your responsibilities will include content writing and designing, along with overseeing the publishing process on our diverse web and social media platforms.

The ideal candidate will be a creative and proactive individual with a passion for digital content creation. As a Digital Content Associate, you will play a pivotal role in maintaining and enhancing our online presence, demonstrating your ability to adapt to evolving trends and building an active community around the Waste Warriors brand.

Duties & Responsibilities

- Collaborate with the Communications and Partnerships team to devise multimedia content plans for the organisation.
- Regularly update social media channels, YouTube, and the website to build a strong, highly engaged digital community of Warriors.
- Coordinate with Project Managers from multiple locations to understand existing content promotion efforts and develop innovative posts, stories, reels and campaigns, emphasising project impact and calls-to-action.
- Supervise, coordinate, and contribute to writing, editing, and designing content for online publications.
- Activate and engage underutilised media and public relations channels, including print, online magazines, FM radio, and, where possible, TV channels.
- Produce routinely social media posts and short video stories in collaboration with field teams.

An Ideal Candidate Will Have

- A Bachelor's degree or professional diploma in Media Studies, Mass Comm., Journalism, Language, etc.
- Fluency in both written and spoken English and Hindi.
- Exceptional language editing, proofreading, and paraphrasing skills.
- Have a basic know-how of writing SEO-friendly articles for the website.
- Intermediate knowledge of Google Drive and Apps (Docs, Sheets, Slides, Forms).
- Intermediate experience in using multiple social media platforms effectively.
- Genuine interest in working in the social sector and passionate about climate action.
- Basic knowledge of solid waste management and eagerness to learn more.
- Intermediate knowledge of design software (Adobe, Canva).
- Skills in photography/videography and video editing.

Key Skills and Attributes

- Access to your own computer is essential (BYOD policy).
- Excellent attention to detail.
- Great people skills with effective communication within the team.
- Open-minded, creatively flexible, and able to handle constructive feedback.
- Ability to manage workload, schedule tasks, and make decisions effectively.
- Hardworking, confident, and diligent.

Waste Warriors is committed to providing a workplace free from discrimination or harassment. We expect every member of the Waste Warriors community to do their part to cultivate and maintain an environment where everyone has the opportunity to feel included, and is afforded the respect and dignity they deserve.

Decisions related to hiring, compensating, training, evaluating performance, or terminating are made fairly, and we provide equal employment opportunities to all qualified candidates and employees. We examine our unconscious biases and take responsibility for always striving to create an inclusive environment that makes every employee and candidate feel welcome.