



Job Description: Social Media Program Manager for Women's Poker Association (WPA) North America Board of Directors

The Women's Poker Association (WPA) is a non-profit, all-volunteer organization with a mission to celebrate and elevate women in poker. We are seeking a passionate and creative individual to join our Board of Directors as the Social Media Program Manager.

Position Requirements:

- Weekly time commitment of approximately 1-3 hours
- This is a 100% non-paid volunteer position with flexible hours

Responsibilities:

- Create engaging content for the WPA's social media platforms, including Facebook, X, and Instagram
- Monitor and respond to comments and messages, fostering a positive and inclusive online community + manage social media moderation team
- Manage Social Media Committee
- Collaborate with the Board and other WPA programs to promote initiatives and events through social media
- Create and manage a WPA social media Calendar

Minimum Requirements:

- Passion for the WPA's mission and promoting women in poker
- Experience in social media management
- Ability to create and design professional social media graphics and content
- Strong communication and interpersonal skills
- Ability to work independently and as part of a team
- Proficiency in all social media platforms and tools

If you are interested in applying for this position, please send your letter of interest and resume to admin@wpa.poker by 2/28/2025.

We look forward to hearing from you and thank you for your interest in the Women's Poker Association.