



THE AMERICAN SCHOOL OF CLASSICAL STUDIES AT ATHENS

FOUNDED 1881

www.ascsa.edu.gr

POSITION AVAILABLE

Social Media Manager

The American School of Classical Studies at Athens seeks a Social Media Manager, resident in Athens, Greece, at the main campus. The successful candidate will manage all social media to promote the activities of the ASCSA in Greece, among its large higher education and public constituencies in the United States, and globally. The manager will be responsible for maintaining and improving ASCSA social media outreach through written and visual content; analyzing traffic; implementing and evaluating strategies to engage, enlarge, and target audiences; and integrating social media with overall communication and development plans, including the ASCSA website. The successful candidate will work closely with senior staff in Athens and the Communications Director in Princeton, New Jersey.

Social Media Manager Applicants should possess the following:

- Bachelor's degree (preference will be given to those with an academic background associated with the School's mission)
- Excellent skills in writing, editing, and interviewing in order to create dynamic content related to the School's mission and activities
- Demonstrated experience in social media platforms and related tools
- Proficiency with photography and video capture
- Ability to utilize analytical tools to refine and funnel content to meet communication goals
- Fluency in English is required and preferably a good command of Modern Greek

Applications including a one-page letter of intent, a résumé, and the names and contact information of two references, must be submitted by **October 20, 2017**, to jobsearch@ascsa.edu.gr

The ASCSA is an EO/AA employer. The American School of Classical Studies at Athens does not discriminate on the basis of race, age, sex, sexual orientation, color, religion, ethnic origin, or disability when considering admission to any form of membership or application for employment.

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## **About the American School of Classical Studies at Athens**

Founded in 1881, the American School of Classical Studies at Athens (ASCSA) is a private research and teaching institution dedicated to the advanced study of all aspects of Greek culture, including literature, history, art, and archaeology from prehistoric times to the present. The School provides graduate students and scholars from North American institutions with a base and resources for research and study, including two libraries with extensive archives (the Gennadius and Blegen) and an archaeological science laboratory (Wiener Laboratory). It carries out excavations directly through its two sites (the Athenian Agora and Ancient Corinth) and also oversees other American archaeological field projects throughout Greece, in cooperation with the Greek Ministry of Culture. For more information, consult our website at [\*\*www.ascsa.edu.gr\*\*](http://www.ascsa.edu.gr)