



Join our Team!



Position: Content & Community Creator

Evolve Grand Forks and The 701 Coworking Space are searching for a talented Content & Community Creator to join its growing team! As a startup organization, see what it takes to build an organization from the ground up in pursuit of a shared mission and vision. Here's what our ideal candidate brings to the table:

Top Hard Skills:

- Design Capability: Creating well-designed and visually stunning newsletters, social media graphics, flyers, brochures, and more.
- Writing Skills: Developing relevant and on-brand written content for the web, social media, and print is a must.
- Storytelling Expertise: Conveying a compelling story about our organization and the entrepreneurs we serve is critical to our success.
- Target Marketing: Using data and analytics to understand who to talk to and what their key motivators are.

Top Soft Skills:

- Relationship Builder: You believe in creating community by connecting opportunities and people.
- Creative Problem Solving: You embody an entrepreneurial "get-things-done" mentality.
- Collaborative: You work well in a social environment and thrive in smaller teams.
- Self-Motivating: We don't believe in handholding, and with freedom you meet deadlines without micromanagement.

Preferred (not required) Qualities:

- Video Capabilities: You can create 30 seconds of video content that people want to watch.
- Coffee Connoisseurs: Our coworkers consumed over 100 pounds of coffee last year.
- Photography Pro (or Novice): Capture and edit images for use online and in print.
- Exemplify Optimism: You prefer to lead from a vision rather than from a place of cynicism.
- Ambition for Growth: You're driven to constantly improve your skills and innovate on what you know.
- Vacuum Hero: When needed, you're not afraid to spend a few minutes tidying up the office.

Hours & Benefits:

- Part-time (20hrs/wk), \$12 - \$14 per hour permanent position.
- 70% Content Creation & Marketing, 15% Programming, 15% Administrative.
- No health or retirement benefits are currently offered with this position.
- Individual Coworking Pass: Includes 24/7 access to The 701 Coworking Space and all features.

How to Apply

- Submit the following and any questions via email to Collin T. Hanson using info@evolvegf.com
 - » Resume – What have you been up to? Tell us about your relevant and/or interesting experiences.
 - » Letter of Interest – Why will *you* be the ideal person to rock this position? Be creative and honest.
 - » Minimum Two References – Who knows you and can talk about your work, ethic, and character?

Deadline to apply is July 29, 2019