



[Metter Media LLC](#), a Cambridge-based social media management company, is seeking a highly motivated individual who is passionate about social media to be our next Account Manager.

Responsibilities Include:

- Working under a Metter Media Corporate Account Manager
- Managing social media channels for corporate clients
- Researching and following specific industries online in order to stay abreast of current news, trends, and topics
- Strategizing for amplification and growth
- Daily content creation that must be relevant and fresh with each post
- Community work on Twitter
- Researching and writing blogs in industries that will not necessarily match employee's skill set
- Customer service and engagement during regular business hours
- Live-tweeting various events for clients

Qualified Applicants Must:

- Be fast learners. Able to take direction and constructive criticism during learning process
- Be highly-motivated, self-starters who are able to work independently in a high-paced and flexible environment.
- Be extremely organized and excel at time management
- Have a writing background and be able to provide examples of such
- Be proficient in Twitter, blog writing, and Wordpress
- Have basic proficiency in design and Photoshop

We are looking for a person who is excited by social media and understands it as the definitive form of communication for businesses in the current media landscape. This is a part-time position that will likely lead to a full-time position.

Interested?

E-mail your resume (including ALL social media channels you run) to lauren@mettermedia.com. Applicants whose experience meets the requirements of the position will be notified to schedule an interview.

For more information about what we do and who we are, head to:

[@mettermedia](#) | [Facebook](#) | [LinkedIn](#) | [Instagram](#) | [Google+](#) | [mettermedia.com](#)

