



Program & Social Media Marketing Assistant

Job Title: Program & Social Media Marketing Assistant
Organization: Alawite Association of the United States (AAUS)
Location: Remote (U.S.-based)
Compensation: \$18/hour
Job Type: Part-time (10- 15 hours per week)

About Us:

The Alawite Association of the United States (AAUS) is a newly established organization advocating for the protection, dignity, and rights of the Alawite Syrian ethno-religious minority. We work to raise awareness, combat persecution, and promote policies that uphold justice and human dignity. Our goal is to educate policymakers, engage the public, and foster multilateral efforts that protect vulnerable communities in the Middle East.

Position Overview:

We are seeking a ****Program & Social Media Marketing Assistant**** to support our advocacy efforts, manage our digital presence, and assist with program coordination. This role is ideal for someone passionate about human rights, international affairs, and digital communications.

Key Responsibilities:

Social Media & Marketing (60%)

- Develop and schedule content across social media platforms (Twitter/X, Instagram, Facebook, LinkedIn).
- Create engaging graphics, short videos, and written posts to amplify our mission.
- Monitor and grow audience engagement through analytics and strategy adjustments.
- Assist in writing newsletters, blog posts, and press releases.
- Research and implement best practices for nonprofit digital advocacy.

Program Support (40%)

- Assist in organizing virtual events, webinars, and advocacy meetings.
- Support outreach efforts to legislators, policymakers, and partner organizations.
- Maintain email lists and assist with donor and member communications.
- Conduct research on policies, humanitarian issues, and community needs.
- Help with general administrative tasks as needed.

Qualifications:

- Bachelors Degree Preferred
- Passion for human rights, advocacy, and Middle Eastern affairs.
- Strong writing and communication skills.
- Experience with social media management and basic graphic design (Canva, Adobe, or similar tools).
- Ability to work independently in a startup environment.
- Organizational skills and attention to detail.
- Preferred but not required: Arabic language skills and experience in nonprofit advocacy.



Why Join Us?

- Be part of a mission-driven organization from the ground up.
- Gain hands-on experience in digital advocacy, policy engagement, and nonprofit operations.
- Flexible remote work schedule.

How to Apply:

Please send your resume, a brief cover letter, and any relevant work samples (social media posts, graphics, or writing samples) to info@alawitesassociation.org with Program Assistant in the subject line