



ST BENEDICT'S



BEDFORDVIEW, GAUTENG

St Benedict's is an Independent Catholic School which seeks to provide a holistic education for boys through full participation in spiritual, academic, sporting, creative and cultural activities. The Board of Governors invites applications for the following post in the College.

Position: Junior Social Media Manager

Requirements:

- Appropriate qualification in digital media and/or communications
- Experience in social media management
- Passion for social media and confidence in using the main platforms (FB, IG, LinkedIn, X)
- A creative & innovative approach to content creation
- Community management across all social media platforms
- Coordinating digital communication for school initiatives and events
- Creation, management and monitoring of social media campaigns
- Supporting the monitoring and evaluation of all digital activity, using Google Analytics and other packages
- Ability to assist with other aspects of digital marketing (Email marketing etc.)
- Experience with design & video software will be an added advantage
- Experience with Hubspot for e-mail marketing will be an added advantage
- Excellent communication skills with advanced proficiency in English
- High levels of accuracy and attention to detail (including editing and proofreading)
- Flexible and able to work alone as well as part of a communications team
- Great interpersonal and administrative skills
- Be willing to participate in the Catholic Ethos of the School

Suitably qualified and experienced candidates are invited to complete and submit the [Application Form](#) by no later than **20 October 2026**.

Protection of Personal Information (POPI) Act Disclaimer: Your CV and personal information will be used solely for the purposes and processes associated with this application and this data could be used for statutory reporting. The submission of your CV confirms your consent to this. We hereby confirm that we will ensure that your data is protected.

