



LANZBC
**Young
Professionals
Network**

Building Latin American Connections

Call for applications - YPN Marketing & Communications Co-Lead

The LANZBC Young Professionals Network is delighted to announce that we have created the exciting new role of Marketing and Communications Co-Lead on our Executive Committee. They will be in charge of leading a group of volunteers that are dedicated to building the YPN brand. This member of the Committee will work closely with our current Marketing and Communications Manager.

This is a fantastic opportunity to join the YPN Committee and accelerate your career goals and connections in relation to NZ-Latin America. The YPN Committee is a team of vibrant, dynamic people working in partnership with the Latin America CAPE and the LANZBC. While these are voluntary roles, the benefits of being part of this team are well worth the time.

About the YPN Committee

The primary goal of the LANZBC Young Professionals Network Committee is to direct and manage all activities of the LANZBC Young Professionals Network. As representatives of the members of the YPN, the Committee directs and assists in the fulfilment of the network's mission and the setting and implementation of its goals and objectives.

Currently, the Committee consists of a President, a Finance & Sponsorship Manager, a Marketing & Communications Manager, and an Events Manager. We have a part-time paid Executive Administrator, who assists all Committee Members with their administrative tasks.

Committee Members do their best to attend all periodic meetings, attend events and promote the YPN and its activities to their personal and professional networks.

The members of the current Committee will remain in their positions till the Annual General Meeting in March of 2022. At the end of this term, a new Committee will be elected. Committee Members will be allowed to stand for election at the AGM should they wish to do so.



Marketing & Communications Co-Lead

The YPN Marketing & Communications Co-Lead will be a key member of the Committee that is responsible for leading a team to run all our social media channels i.e. Facebook, Instagram, LinkedIn and Twitter. This person will work alongside our existing Marketing & Communications Manager (Marketing & Communications Lead) and be in charge of making sure these teams are able to carry out all marketing and communication activity on time and to a high-standard. We are looking for someone with strong communication and people management skills, who is organised, and experience in marketing and communications is preferred.

To assist with implementation of events across New Zealand, the Marketing & Communications Co-Lead will provide logistical and operational support alongside the Events Manager. This includes, but is not limited to, leading the team to create and manage social media posts, member spotlights, create and publish our monthly newsletter and develop and maintain our website.

The Marketing & Communications Co-Lead role has been created as part of a goal to engage the YPN membership in the running of the YPN, developing potential future Committee Members and providing professional development opportunities to members.

Key deliverables	Key Committee liaison
Creating and publishing the monthly YPN newsletter	Marketing & Communications Lead and Events Leads
Managing our social media accounts, including posting about events, member spotlights, sharing articles and job opportunities	Marketing & Communications Lead and Events Leads
Development and maintenance of the YPN website	Marketing & Communications Lead



How to apply

Important to note:

- Applications close Friday 8th of October (subject to extension at the discretion of the YPN).
- If you're not yet a member of the YPN, please [apply on our website](#) before sending us your application for one of the roles.
- All YPN Committee roles are voluntary.
- Applicants must be able and willing to dedicate around 5-8 hours per week to the role.

To apply, please send your CV and a cover letter to lanzbc.ypn@gmail.com

If you do not hear from us to confirm reception of your application, please email Anika John at anika.john@lanzbc.co.nz

