NOW HIRING! Social Media & Digital Content Coordinator

Richard Roberts Ministries | Tulsa, Oklahoma | Part-Time

Are you creative, love social media, and have a heart for ministry? We want to meet you!

Richard Roberts Ministries is looking for a creative, energetic, and motivated Social Media & Digital Content Coordinator to help us grow our online presence and share the heart of our ministry with the world!

We're looking for someone who loves photography, videography, editing, social media, and storytelling. But more importantly, we're looking for someone who shares our Christian faith and wants to use their creative talents to make a difference.

We want to show people more than just what happens on camera. We want them to see the people, personalities, laughter, teamwork, and fun that happen behind the scenes at Richard Roberts Ministries!

From filming Richard and capturing ministry moments to showcasing our staff, office life, television production, special events, and everyday behind-the-scenes fun, we want someone who can bring our ministry to life through engaging digital content.

If you love Jesus, love creativity, and love social media, this could be the perfect opportunity for you!

WHAT YOU'LL DO

Content Creation & Videography

- Film and photograph Richard, ministry staff, special events, and everyday moments around the ministry.
- Capture fun, authentic behind-the-scenes content that showcases the personality and culture of our ministry.
- Create engaging Instagram Reels, Facebook videos, and TikToks.
- Film interviews, conversations, testimonials, and inspirational messages.
- Edit photos and videos using creative transitions, captions, music, and graphics.
- Repurpose existing ministry footage, photographs, and archived content.
- Develop creative video concepts and fresh content ideas.

Social Media Management

- Manage and maintain our Facebook and Instagram accounts.
- Help launch, develop, and grow our TikTok presence.
- Create and maintain a consistent social media content calendar.
- Write engaging captions and schedule posts.
- Monitor comments, messages, and audience engagement.
- Stay current with social media trends and opportunities for growth.
- Track analytics and provide monthly performance reports.

Creative & Strategic Development

- Bring fresh, fun, and innovative ideas to the table.
- Develop recurring content series and social media campaigns.
- Showcase the people and personalities behind Richard Roberts Ministries.
- Share ministry stories, testimonies, inspirational messages, and special announcements.
- Help capture content around television broadcasts, events, conferences, books, and ministry initiatives.
- Work closely with ministry leadership to develop and execute content strategies.

WHAT WE'RE LOOKING FOR

- **Minimum of 1 year of professional experience** creating and managing social media content for a business, brand, organization, or client.
- Strong photography and videography skills.
- Experience filming and editing short-form videos.
- Proficiency with Instagram, Facebook, and TikTok.
- Experience using video editing software such as CapCut, Adobe Premiere Pro, Final Cut Pro, or similar programs.
- Experience creating graphics using Canva or Adobe Creative Suite.
- Strong writing skills and the ability to create engaging captions.
- Knowledge of social media trends, analytics, and audience engagement.
- Creative, outgoing, personable, and comfortable filming people.
- Self-motivated, organized, dependable, and detail-oriented.
- Ability to work independently, take initiative, and bring new ideas to the team.
- A portfolio or examples of previous work are required.

Bonus Qualifications:

- Experience growing social media accounts.
- Experience filming interviews, podcasts, or television content.
- Experience working in a ministry, nonprofit, or faith-based organization.

OUR FAITH & MISSION

Richard Roberts Ministries is a Christian ministry dedicated to sharing the Gospel of Jesus Christ and encouraging people in their faith.

We are looking for someone who:

- Is a practicing Christian with a personal relationship with Jesus Christ.
- Shares and supports the Christian faith and mission of Richard Roberts Ministries.
- Has a heart for ministry and a passion for reaching people through digital media.
- Is comfortable creating and sharing faith-based content.
- Demonstrates Christian character, integrity, and professionalism.

We believe social media is an incredible opportunity to reach people, encourage others, share testimonies, and spread the message of Jesus Christ.

WHAT SUCCESS LOOKS LIKE

We don't want someone who simply waits to be told what to post. We want someone who brings ideas, sees opportunities, and takes ownership of our digital content.

Our goal is to:

- Make our ministry more visible and accessible online.
- Connect with new audiences and younger generations.
- Show the FUN, personality, and people behind our ministry.
- Share encouraging and meaningful messages.
- Build a consistent, engaging, and recognizable online presence.
- Grow our Instagram, Facebook, and TikTok communities.

POSITION DETAILS

- **Position:** Social Media & Digital Content Coordinator
- **Employment Type:** Part-Time
- **Location:** Tulsa, Oklahoma
- **Hours:** Approximately 20–25 hours per week
- **Compensation:** $23 – 26 per hour, depending on experience.
- **Schedule:** Flexible, with in-person filming and occasional event coverage required.

HOW TO APPLY

Think you might be the person we're looking for?

We'd love to see your creativity!

Please submit your resume along with a portfolio, links to social media accounts you've managed, or examples of videos, photography, and graphics you've created.

We want to see what you can do!

Come be part of something meaningful. Help us capture the moments, share the message, and show the world the heart of Richard Roberts Ministries!

To apply for the Social Media & Digital Content Coordinator position, go to www.oralroberts.com/employment