

WFDF Seeks Manager of Communications and Social Media

The World Flying Disc Federation (WFDF), the international sports federation recognized by the IOC that is responsible for world governance of flying disc (frisbee) sports, is seeking an individual to serve as **Manager of Communications and Social Media** to support our organization. The Communications and Social Media Manager would be responsible for both internal and external communications, as well as drafting and uploading press releases, coordination with the media, and running our social media platforms. Reporting to the WFDF Managing Director of Events and Operations, this role will be responsible for implementing the overall communications strategy — as well as the priorities outlined in the Strategic Plan — for WFDF, which strives to be an invaluable source of information and updates for the global Flying Disc community. WFDF is looking for a team-oriented self-starter who is able to work with different personalities across multiple time zones to achieve a shared vision. The position contemplates either a part-time or full-time consultancy opportunity, depending on the interests of the individual. The position is virtual and so the applicant would need to demonstrate access to the office equipment required to perform the job.

Interested candidates should submit a cover letter specifying their interest in time commitment and outlining their credentials and reason for interest, along with a resume or CV detailing their relevant experience. Applications should be sent no later than 22 November 2024. While we appreciate all applicant submissions, only those considered to be most qualified will be contacted for further assessment. WFDF will consider all qualified candidates without regard to race, color, religion, age, national origin, politics, sex, or sexual orientation. If you have any questions about this posting or the application process, or to submit an application, please direct your email to events@wdf.sport.

Key Responsibilities

- Drafting and uploading press releases on short deadlines.
- Creating and curating engaging content for daily legacy social media platforms (Facebook, Instagram, TikTok, Twitter/X, YouTube) as well as a willingness to experiment with emerging platforms.
- Coordinating with media partners and external organizations on story ideas, interviews, event coverage and more
- Engagement, including highlighting initiatives from our partners, promoting publications and reports from both inside and outside of WFDF, boosting social media content, and more.
- Real time social media postings and other communications during events.
- Production of short video clips for social media from action video and interviews during events.
- Providing a welcoming place for dialogue and making ourselves available for interaction.
- Building partnerships with other flying disc organizations on content promotion for WFDF platforms.

- Responding to questions and concerns from players and fans.

Requirements

- A minimum of two years experience in sports communications/marketing.
- Experience in audience engagement strategy.
- Experience with graphic design software and photo and video editing.
- Superior analytical, communications and organizational skills.
- Command of Microsoft Office or the Google Suite of products.
- Strong project and process management skills.
- Ability to balance multiple tasks and projects simultaneously.
- Excellent knowledge of English is required, proficiency in other languages an asset.
- University degree or equivalent is a plus.
- Knowledge of Flying Disc sports is a plus.
- Strong project and process management skills with an ability to work independently and solution-focused as no micromanagement is provided.
- Ability to balance multiple tasks and projects simultaneously.
- Willingness and ability to travel for events or meetings without undue restrictions.
- Ability to work as required sometimes outside your time zone's normal working hours for board or other meetings around the globe
- Access to an appropriate work environment, including computer, printer, scanner, filing system, phone and internet access.

Compensation

The WFDF can be a half-time or full-time consultancy position with the expectation of working around either 82.5 or 165 hours per month on average throughout the year, with considerable variability over the year. As an independent contractor, the position is virtual and so the applicant would need to demonstrate access to the office equipment required to perform the job. The consulting stipend is US\$1,875/per month for 83 hours or US\$3,750/per month for 165 hours/month, payable monthly in arrears, and all approved work-related expenses will be reimbursed.

About WFDF:

The World Flying Disc Federation is the international sports federation responsible for world governance of flying disc (frisbee) sports, including Ultimate, Beach Ultimate, Disc Golf, Freestyle, Guts and Overall Events. WFDF is a federation of 115 member associations that represent flying disc sports and their athletes in over 111 countries. WFDF is recognized by the International Olympic Committee (IOC), the International Paralympic Committee (IPC), and the International University Sports Federation (FISU). It is a member of the International World Games Association (IWGA), the Association of Recognized International Federations (ARISF), the International Masters Games Association (IMGA), The Association For International Sport for All (TAFISA), and the International Council of Sport Science and Physical Education (ICSSPE). It is also a

signatory to the World Anti-Doping Agency Code. WFDF is a registered not-for-profit 501(c)(3) corporation in the state of Colorado, USA.

For more information contact:

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