

We are hiring!

Freelance Content Creator & Community Coordinator



We are looking for a **creative, organized and proactive** Freelance Content Creator & Community Coordinator to help grow and engage **The Rise Together Community at Firststep Coaching.**

If you're passionate about **content creation, social media growth, and building online communities**, we'd love to hear from you!

Key Responsibilities:

Content Creation & Social Media Growth

- **Create engaging content** (short-form videos, reels, TikToks, carousels, stories) that aligns with our mission.
- **Manage & schedule posts** consistently across Instagram, LinkedIn, TikTok, and YouTube.
- **Keep up with trends** and propose creative ideas to increase reach and engagement.
- **Engage with the audience** – Reply to messages, comments, and create a dynamic, welcoming community.
- **Basic video editing** – Edit reels, TikToks, and YouTube Shorts using tools like CapCut, Canva, or InShot.
- **Support content planning** for events, challenges, and special dates (holidays, themed weeks, etc.).

Light Platform & Community Management

- **Keep the community platform updated** with new posts, announcements, and events.
- **Assist in organizing online events & challenges**, helping with communication and execution.
- **Ensure the community runs smoothly** by onboarding new members, providing guidance, and moderating discussions to maintain a positive and active environment.

What we are looking for:

- **Candidate should be at least in their 2nd year** of a Bachelor's studies or enrolled in a Master's program
- **Passionate about social media & content creation** – You love Instagram, TikTok, and YouTube and understand what makes content engaging.
- **Basic video editing skills** – Comfortable using CapCut, Canva, or other beginner-friendly tools.
- **Creative & proactive** – You bring new ideas and aren't afraid to test them out.
- **Good communicator** – You can write engaging captions, respond to comments, and interact with the community.
- **Organized & reliable** – You can plan and schedule content while keeping things running smoothly.
- **Excited about personal growth** – You believe in the mission of The Rise Together Community and want to help it grow.
- **Willing to learn** – You don't need to be an expert, but you should be eager to develop new skills.

What we offer:

- **Freelance, flexible, and paid per hour** – Start with a trial period, then grow with us!
- **Hands-on experience in social media**, content marketing, and community management.
- **A chance to make an impact** by helping create a positive and supportive online space.
- **Access to exclusive community sessions** as a privileged member of the Firststep Coaching team.

A little word from me

Hi! I'm **Audrey Bartolomei**, founder of **Firststep Coaching**. I am passionate about helping people become the highest version of themselves, which is why I created **The Rise Together Community**—a space for Ambitious Millennials to grow, connect, and support each other. To take this community to the next level, I'm looking for someone who can help us grow on social media while also supporting the management of our community platform. If you feel called to be part of this mission and contribute to a thriving, purpose-driven community—I'd love to hear from you! 🚀

Let's do this! 🤝

Send a **short video/post on why this job is yours**

audrey@firststepcoaching.com

