



Join the
ISSE
Committee

ISSE Call for Applicants: eNewsletter Editor

[Voluntary Role]

Outline of Role:

To create and distribute the society's monthly (electronic) newsletter amongst the membership.

Responsibilities:

- Create monthly newsletters (using Mailchimp) containing news and events to be shared with members
- Stay up-to-date with relevant news and events to share with members
- Manage content submitted for inclusion in newsletters
- Send out (electronic versions of) the magazine and journal issues to members
- Liaise with the Events Co-ordinator, Magazine and Journal Editors, for content for newsletters
- Liaise with the Chair and Administrator for relevant information/updates for the newsletters
- Liaise with the Membership Administrator for information/documents for membership subscriptions to be shared amongst members
- Liaise with both the Web and Social Media teams for relevant information/updates for the newsletters

If you think you may be right for the role and are looking for a creative position to help our society promote research and interest in Egyptomania, then please contact us at:
web.egyptomania@gmail.com.

www.issegyptomania.com

