

Oregon Society of American Foresters

Student Communications Contractor



**SOCIETY OF
AMERICAN
FORESTERS**
OREGON

Position Overview & Purpose

The Oregon Society of American Foresters (OSAF) Student Communications Contractor is a pilot program designed to expand the organization's outreach, visibility, and engagement across Oregon's forestry and natural resources community. This role supports OSAF's mission to connect students, professionals, and the public by enhancing digital communication and storytelling around forestry, management practices, and sector developments.

This position is intentionally structured as a one-year pilot initiative to evaluate the effectiveness of a dedicated social media role within OSAF. The position will play a central role in aligning communication efforts with student engagement goals while also serving broader audiences, including early-career professionals, partner organizations, and the general public. Content will highlight people, events, and ongoing work across Oregon's forestry sector, helping position OSAF as a central hub for timely and relevant information.

The student will be responsible for managing and contributing to OSAF's primary communication channels, including Instagram, Facebook, and email communications. This includes content creation, account management, and event coverage. The role is both creative and strategic, combining storytelling with coordination across OSAF leadership, student chapters, and external partners.

Roles & Responsibilities

The student will oversee day-to-day social media management for OSAF platforms, maintaining a consistent and professional posting schedule across Instagram and Facebook, as well as periodic email communications in partnership with the SAF Northwest Office (i.e., Constant Contact). Content development could include photography, short-form video, written highlights, and promotional materials that showcase OSAF members, events, and the broader impact of forestry work in Oregon.

A key component of the role involves content sourcing and coordination. The student will work closely with OSAF leadership, partner organizations, student chapters, and members to gather relevant materials, while also encouraging and curating user-generated content. This collaborative approach ensures broad representation across the organization.

The student will attend select OSAF events with provided financial support for travel and registration, capturing live content and providing real-time or near-real-time coverage. In addition, the student will maintain communication with the OSAF Chair and Chair-Elect, respond to messages and comments on social platforms, and ensure timely engagement with the audience.

Beyond content production, the student will contribute to basic analytics and strategic awareness. This includes tracking engagement trends, summarizing performance metrics for the board, and monitoring how other forestry and natural resource organizations use social media. The role is intended to help position OSAF as a "one-stop" information hub for forestry activity in Oregon, including updates from agencies, companies, and partner organizations.



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Qualifications & Preferred Skills

Required

- Current SAF student member
- Interest in forestry, outreach, education, and public engagement

Preferred

- Familiarity with Instagram, Facebook, and email-based communications
- Basic photography, video, and content editing skills
- Strong writing communication and ability to translate technical topics

Additional (Nice-to-Have)

- Experience with Canva, Adobe Express, or similar tools
- Prior involvement with SAF or student organizations
- Enrolled in forestry, natural resources, or a related field

Time Commitment, Compensation & Logistics

Duration: 9-month academic year (option to extend if mutually desired, starts September '26)

Expected Time Commitment: 5 hours/week (20 hours/month; 180 hours total)

Compensation: \$4,000 total stipend (~\$22/hour equivalent, paid at ~\$444/mo)

Work Structure: Remote, asynchronous; flexible scheduling

Event Support: Travel & registration funding for select OSAF events

Point of Contact: Regularly communicates directly to OSAF Chair-elect

Position Type: Pilot (1-year evaluation; continuation not guaranteed)

Deliverables, Expectations & Evaluation

Deliverables: Minimum 2 posts/week across platforms, event coverage, quarterly engagement summaries, monthly activity reports

Expectations: Professional, accurate content aligned with SAF branding, consistent communication and coordination with leadership, incorporation of feedback, and sourcing content from members/chapters

Success Indicators: Consistency of posting, engagement trends (no quotas), coverage of key events, member satisfaction

Evaluation: End-of-term review

Required Application Materials

Resume: 2-page maximum

Cover Letter: 2-page maximum

Cover letter should address interest in the role and SAF, understanding of SAF's mission and audience, relevant experience, approach to engaging students and professionals, availability and event participation capacity

Work Sample: 5-example maximum

Work sample can include social media posts, graphics, writing, photography, video, art, etc., links to portfolios appreciated

Submission Details

Applications must be submitted by September 6th, 2026, by 11:59 PM. Materials should be submitted to 'OregonSAF@forestry.org', with all documents provided in PDF format (as feasible). Links to external portfolios or media samples are permitted.

Questions regarding the position may be directed to OSAF Chair-Elect Hunter Holeman at 'OregonSAF@forestry.org'.