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**Services We  
Offer As A  
Social Media  
Manager**

## **SOCIAL MEDIA MANAGEMENT**

POST ON SOCIAL MEDIA  
GROW FOLLOWERS  
PRESCHEDULE CONTENT  
COMMUNITY MANAGEMENT  
RESPOND TO COMMENTS

## **INSTAGRAM MANAGEMENT**

POSTING AND SCHEDULING  
STORY CREATION  
POST ENGAGEMENT  
GROW FOLLOWERS  
GRAPHIC CREATION  
INFLUENCER MARKETING

## **FACEBOOK MANAGEMENT**

BUSINESS PAGE SETUP  
POSTING CONTENT  
GROUP POSTING & MANAGEMENT  
FACEBOOK ADS

## **PINTEREST MANAGEMENT**

PROFILE SETUP & OPTIMIZATION  
PINNING AND SCHEDULING  
GROUP BOARD SUBMISSIONS  
CREATE RICH PINS  
CREATE PIN IMAGES  
PROFILE OPTIMIZATION  
GROUP BOARD CREATION  
SEO KEYWORD OPTMIZATION

## **LINKEDIN MANAGEMENT**

PROFILE POSTING  
PROMOTE CONTENT IN GROUPS  
LEAD GENERATION  
CONNECTION GROWTH

## **TWITTER MANAGEMENT**

PROFILE SETUP  
POSTING CONTENT  
FOLLOWER GROWTH  
PROFILE OPTIMIZATION

## **COMMUNITY MANAGEMENT**

FACEBOOK GROUP MANAGEMENT  
LINKEDIN GROUP MANAGEMENT  
PINTEREST GROUP MANAGEMENT  
MEMBERSHIP COMMUNITY  
MANAGEMENT  
ENGAGEMENT POD MANAGEMENT

## **SOCIAL MEDIA STRATEGY**

SOCIAL MEDIA CONTENT  
STRATEGY  
FACEBOOK STRATEGY  
INSTAGRAM STRATEGY  
TWITTER STRATEGY  
LINKEDIN STRATEGY  
PINTEREST STRATEGY  
PROFILE  
STRATEGY

## **CONTENT CREATION**

BLOG WRITING  
GRAPHIC IMAGES  
COPYWRITING  
INSTAGRAM STORY CREATION  
FACEBOOK STORY CREATION

## **GRAPHIC DESIGN**

PINTEREST IMAGES  
FACEBOOK IMAGES  
TWITTER IMAGES  
INSTAGRAM IMAGES  
LINKEDIN IMAGES  
YOUTUBE IMAGES

## **PAID ADVERTISING / PPC**

FACEBOOK ADS  
INSTAGRAM ADS  
PINTEREST ADS  
YOUTUBE ADS  
GOOGLE ADS  
LINKEDIN ADS

## **WEBSITE AND SEO**

WEBSITE OPTIMIZATION  
STRATEGY  
WORDPRESS DESIGN  
SQUARESPACE DESIGN  
WIX DESIGN  
LANDING PAGE CREATION  
SHOPIFY STORE DESIGN  
WEBSITE CODING  
ADVANCED WEB PROGRAMMING  
SEO STRATEGY  
SEO IMPLEMENTATION  
SEO KEYWORD OPTMIZATION  
SEO CONTENT CREATION  
MONTHLY

## **EMAIL MARKETING**

WRITING NEWSLETTERS  
GROW EMAIL LIST SUBSCRIBERS  
CONVERTKIT  
MAILCHIMP  
INFUSIONSOFT  
AWEBER  
ACTIVE CAMPAIGN  
GET RESPONSE  
CONSTANT CONTACT

## **COPYWRITING**

SALES PAGES  
LANDING PAGES  
PRODUCT DESCRIPTIONS  
WEBSITE PAGES  
EMAIL SALES LETTERS  
SALES LETTERS  
EMAIL SALES FUNNELS

## **SALES FUNNEL CREATION**

CLICKFUNNELS  
LEADPAGES  
EMAIL FUNNELS  
WEBINAR SETUP  
WEBINAR CREATION

## **COACHING**

SOCIAL MEDIA COACHING  
BLOG COACHING  
BUSINESS COACHING  
SALES COACHING