OPPORTUNITY · FRONTLINE FRIENDLIES · SUPPORT TEAM

Content Creator

The voice behind the message · clear, original, accurate, and true to every audience.

Content Creator writes the promotional messages (Promotional Persistence).

You have stepped into one of the most visible positions within our family of companies — and right now, that means exploring whether your gift for words and media belongs as Content Creator. We are glad you are here.

Welcome aboard. This role gives each party its voice. Every post you write, every piece you check, every revision you make is the reason people meet the real work — not generic filler. Your craft is the work.

GREAT in Action

Goals	Create approved, accurate content that fits the real offering, the party's voice, and the right audience.
Role	Produce assigned content in the campaign's format. Ground every piece in approved source material and the correct party's opening language.
Expectations	Original. Accurate. Party-aware. Open to review.
Accountability	Own every piece from draft to approval. Check the source. Revise what fails, fast.
Timelines	5 pieces each week. Failed pieces revised within 2 working days.

What You Will Actually Do

Daily Duties

- Draft assigned pieces from approved source material.
- Match each piece to its party's voice, audience, and destination.
- Check facts and sources before submitting.
- Revise pieces based on reviewer feedback.

Weekly Goals

- Deliver every assigned piece on time.
- Confirm each piece uses the correct party's opening language.
- Turn around every failed piece quickly.

- Keep drafts moving from assignment to approval.

Collaboration & Coordination

- Take assignments and feedback from the reviewing leader.
- Coordinate with other roles so every piece points to the right destination.
- Flag unclear sources or party questions before publishing.

Tracking & Reporting

- Maintain a clear content list with the status of every piece.
- Link each piece to its source for review.
- Track revision feedback and apply it to future work.

What We Are Looking For

- Clear, warm writer or media maker.
- Careful with facts and sources.
- Able to shift voice between audiences.
- Welcomes edits and review.
- Organized with deadlines.
- Respects each party's limits.

WIIFM · Make words that matter.

Your work reaches real people across ministry, nonprofit, learning, and business audiences. You build a portfolio of distinct, purposeful pieces and sharpen your craft with every review.

Engagement at a Glance

Position Type	Independent Contractor
Type	Contractor, paid per job
Reports to	Operational Officer or designated leader
Time Commitment	Flexible · 5 pieces per week
Location	Remote
Compensation	Paid per job, by agreement
Growth Pathway	Content Creator → Creative Constructionist → broader roles in the Frontline Friendlies family

gfisolutionsinc.com · Download the full Content Creator job description as a PDF · we will follow up personally within 3 business days.