

Community Manager (Part-Time, Remote)

Location: Remote

Commitment: ~15-20 hours/week

Start Date: ASAP

Compensation: Competitive, based on experience

About BG Founders Club

bgfoundersclub.com is a growing network of Bulgarian founders and ecosystem supporters building global-impact companies. Our mission is to connect, empower, and elevate Bulgarian entrepreneurs worldwide through events, mentorship, and shared resources.

We believe in the power of **community-first innovation**, and we're looking for someone who shares that spirit.

Role Overview

We're seeking a **self-starting, part-time Community Manager** who thrives in entrepreneurial settings and loves building strong, engaged communities from the ground up. You'll lead efforts to grow and activate our network of founders, innovators, mentors, and partners — online and offline.

This is a **high-ownership role** with the flexibility to shape how the community grows. It's ideal for someone who is deeply curious about startups, values meaningful relationships, and thrives on taking initiative.

Key Responsibilities

- **Community Growth & Engagement**
 - Develop and execute strategies to attract and onboard new members
 - Facilitate introductions, conversations, and collaborations

- Monitor and respond to member interactions via Slack, email, and events
 - **Events & Programming**
 - Co-organize online and offline events (meetups, AMAs, workshops)
 - Coordinate guest speakers, founders, and ecosystem enablers
 - **Content & Communication**
 - Curate newsletters, blog updates, and social media posts
 - Collect and share member success stories
 - **Feedback & Iteration**
 - Continuously gather input from members to improve offerings
 - Help shape the culture and future direction of the community
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Who You Are

- A **natural connector** who enjoys helping others succeed
 - Comfortable working independently and taking initiative
 - Passionate about **startups, entrepreneurship, and innovation**
 - Deeply familiar with or eager to learn about the **Bulgarian startup ecosystem**
 - Experienced in community building, startup programs, or event organizing (preferred)
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Bonus Points

- Previous involvement in an incubator, accelerator, or founder group
- Skills in content creation, email marketing, or community analytics

- Based in Bulgaria or of Bulgarian origin
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Why Join Us?

- Be at the heart of a vibrant, mission-driven startup ecosystem
 - Work with founders and builders shaping the future
 - Flexible schedule and autonomy in your work
 - Grow your own network and exposure within the tech and innovation scene
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How to Apply

Email us at **hello@bgfoundersclub.com** with:

- A short intro about who you are and why this role excites you
- Any relevant experience or projects
- Links to communities you've built or participated in

We're looking forward to meeting you 🙌
