



**YEE HA'OLNII DOO D/B/A
NAVAJO & HOPI FAMILIES COVID-19 RELIEF FUND**

[HTTPS://NAVAJOHOPISOLIDARITY.ORG/](https://navajohopisolidarity.org/)

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OFFICE & COVID RELIEF REQUEST HOTLINE: (928) 380-4955

Job Title: Digital Content Creator and Public Relations Assistant

Organization: Yee Ha'olnii Doo

Location: Navajo Nation with remote flexibility

Status: Part-time- Duration of employment is dependent upon available funding.

Position Summary

Yee Ha'olnii Doo is expanding its digital storytelling and community outreach and is seeking a creative, organized Digital Content Creator and Public Relations Assistant to join our team. This role supports the development of original video, photo and visual content for social media, newsletters, community campaigns and youth programming.

The position centers on producing clear, engaging and culturally grounded content for platforms such as Facebook, Instagram, YouTube and TikTok, while supporting broader public relations needs including graphics, web updates and communications assistance. The ideal candidate brings strong visual storytelling skills, curiosity about community issues and the ability to create content that connects with youth, families and partners.

Please include a portfolio or work samples with your application.

Key Responsibilities

- Produce, film and edit original video and multimedia content for social media and digital campaigns
- Capture interviews, events and community programs through video and photography
- Edit short-form vertical video for social platforms and long-form content for YouTube and related channels
- Support storytelling for youth programs, housing work and community initiatives
- Assist with newsletters, digital graphics and public-facing communications materials
- Support basic website updates and content organization
- Maintain organized file systems for shared drives and project handoffs
- Collaborate with Yee Ha'olnii Doo staff to develop story ideas, shot lists and visual plans
- Apply Native and Diné influenced design principles to Yee Ha'olnii Doo public relations materials

Required Qualifications

- Proficiency with video editing software and exporting for multiple platforms
- Ability to film on phone and camera with strong composition and attention to detail
- Experience creating social media video content
- Experience developing infographic content and visual assets
- Working knowledge of Canva; familiarity with motion graphics tools is a plus
- Ability to edit audio, perform basic color correction and deliver professional finished products
- Strong writing and editing skills for captions, short scripts, newsletters and posts
- Strong organizational skills with the ability to manage multiple projects and priorities
- Professional judgment, accuracy and consistency in public-facing content
- Cultural awareness, sensitivity and competence
- Ability to travel as required

Preferred Qualifications

- 2 to 3 years of experience in video editing, media production or digital storytelling
- Experience working with youth programs, nonprofits or community organizations
- Knowledge of Navajo Nation communities and Diné culture
- Ability to speak, read and write Navajo language
- Fluent in English

Work Style

Candidates should be self-motivated, dependable and able to work independently while collaborating with a small team, including remote or virtual work as needed.

Compensation & Benefits

- Hourly: \$15-\$19 per hour, based on experience.
- Dental insurance, PTO, flexible schedule.
- Professional development opportunities.
- Remote work flexibility.

How to Apply

Submit a resume and portfolio or work samples demonstrating video, photography, graphics or digital storytelling work. Include a brief note describing your interest in the role and any experience working with Navajo Nation communities or youth programming. Email to info@navajohopisolidarity.org

About Yee Ha'ólńí Doo

Yee Ha'ólníi Doo is a Navajo-led 501(c)(3) nonprofit organization founded in 2020 to respond to urgent community needs during the COVID-19 pandemic. What began as an emergency relief effort to deliver food, supplies, and support to Navajo and Hopi families has grown into a broader organization focused on housing stability, safety, and community-based services. Today, Yee Ha'ólníi Doo operates three community centers: the Tsé Bii' Ndzisgaii Community Center, the Tsé'í'áhi Community Center and the Tó Hałtsooi Community Center. These centers serve as local hubs for community gatherings, direct assistance efforts and program delivery in the areas they serve.

A major focus of the organization's work is housing rehabilitation and safety. Through grant-funded initiatives and community partnerships, Yee Ha'ólníi Doo supports home repairs that address unsafe living conditions for families and elders, including roof repairs and other critical improvements. The organization has received significant philanthropic investment to expand this work in the Arizona portion of the Navajo Nation.

Yee Ha'ólníi Doo works in close collaboration with local leaders and residents to ensure services are guided by community priorities. Its mission is centered on practical, locally driven solutions that strengthen households and improve quality of life.