

facebook Campaign

CONFIGURATION INSTRUCTIONS

Getting started with the Facebook Campaign is easy. There are a couple of steps you'll need to take while we are activating Facebook Campaign for your job listing(s).

Step 1

Locate your firm's Facebook administrator

In order to promote your job listing to passive job seekers under your company's brand, your Facebook page administrator will need to authorize us to access your Facebook Page.

Note: *this will allow us to manage Facebook campaigns on your behalf. It does not mean that we will make any other posts to your Facebook account.*

Within 24 hours, your Facebook administrator will receive a notification. Alternatively, your administrator can access the request directly using the following URL:

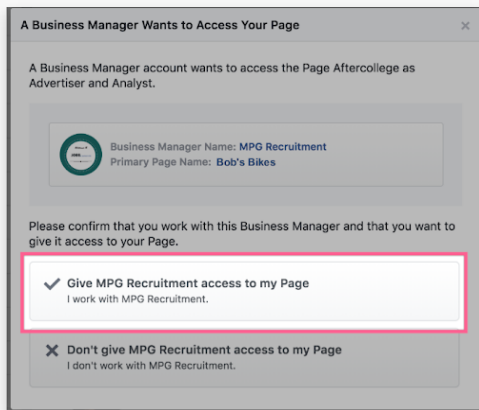
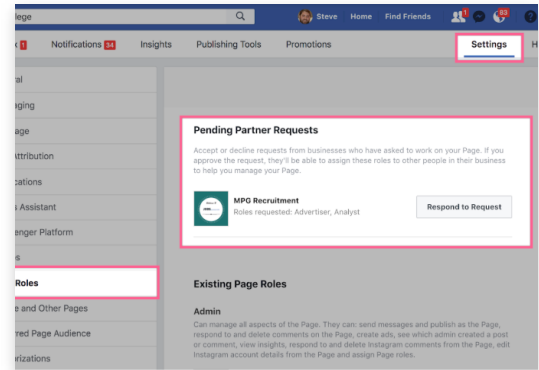
https://www.facebook.com/<Insert Company-Page-URL>/settings/tab=admin_roles&ref=notif

Where you replace **<Insert Company-Page-URL>** with your company's Facebook Page URL.

Step 2

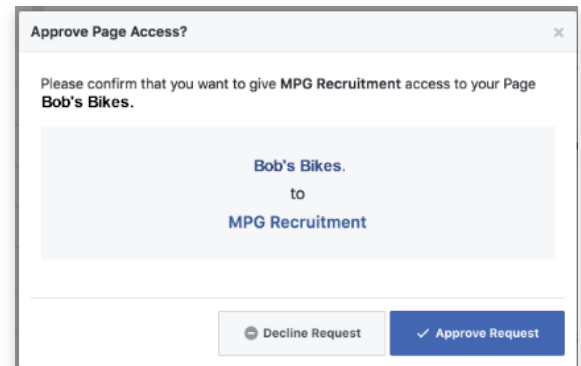
Respond to the Partner Request

Once this has been done, your Facebook administrator should see a page similar to the following. Click on the “Respond to Request” button.



Select the option to give access to your Facebook page.

Once this is done, click the “Approve Request” button as shown below.



Step 3

You are all set!

Your job posting will be promoted on Facebook.