

EMPLOYMENT OPPORTUNITY



Marketing & Community Engagement Intern

Build your skills in marketing and communications while sharing the stories of programs that improve lives across Algoma.

We're looking for a creative, organized and community-minded individual to join our Development team. Working alongside the Director of Development & Community Impact, you'll gain hands-on experience in content creation, digital marketing, design and community engagement.

What You'll Do

- Create content for social media, newsletters, our website and donor communications.
- Design promotional materials, including posters, brochures, presentations and digital graphics.
- Capture photos and videos at community events, fundraising activities and partner organizations.
- Help write media releases and community impact stories, including interviewing funded partners.
- Update website content and maintain consistent United Way branding across communications.
- Promote fundraising campaigns, volunteer opportunities and community initiatives.
- Track social media engagement and website analytics, and contribute ideas to improve our marketing.
- Collaborate with staff, volunteers and community partners on communications projects.

Projects include Backpacks for Success, Rotary Day Parade, Day of Caring, Period Promise, the Volunteer Resource Hub, Annual Workplace Campaign marketing, community partner spotlights and our Annual Report.

Qualifications & Skills

- Strong organizational skills, attention to detail and the ability to manage multiple projects and deadlines.
- Strong verbal and written English communication skills, with the ability to write clear, accurate content and communicate effectively with donors, volunteers and community partners.
- Creativity, initiative and an interest in sharing community stories.
- Confidence in building relationships and working both independently and as part of a team.
- Working knowledge of Microsoft Office and a willingness to learn new digital tools.
- Availability to occasionally work evenings and weekends for events.
- Relevant post-secondary education in marketing, communications, public relations, journalism, digital media, graphic design or business is an asset.
- Experience in social media, content creation, graphic design, photography, videography or marketing is an asset.
- Familiarity with Canva, Adobe Creative Suite, video editing, website management or email marketing platforms is an asset.
- A valid Ontario driver's licence and access to a reliable vehicle are assets.

NOHFC Eligibility

This internship is funded by the Northern Ontario Heritage Fund Corporation. Applicants must:

- Be entering the workforce, transitioning to a new career, or unemployed or underemployed and entering a new field.
- Have not previously participated in a NOHFC-funded internship.
- Be at least 18 years old.
- Reside in Canada and be legally entitled to work in Canada.

What You'll Gain

Through mentorship and practical experience, you'll develop skills in social media management, digital marketing, graphic design, photography, video, writing and editing, website management, media relations and marketing analytics. You'll also gain experience using AI tools to support communications and content creation.

You'll contribute to real projects, build professional relationships and develop a portfolio that could include social media campaigns, promotional materials, videos, media releases and community impact stories.

To apply, please submit your resume and cover letter to **Revoy@uwssmalgoma.ca**

