



**GEORGIAN BAY  
BIOSPHERE**  
**MNIDOO GAMII**  
Spirit of the Water

## **Employment Opportunity: Communications & Marketing Intern**

We are seeking a dynamic, motivated Communications and Marketing Intern to assist in the implementation of the organization's external communications and marketing plan in the context of sustainable community development. The position will support key messages from each program area and help track and report on the social and economic impact of the organization and its partners. A wide variety of communications tools will be used during the internship, including digital media, infographic development, video editing, and printed materials. The ideal candidate will have a post-secondary degree in Communications and/or Marketing, and show an interest in obtaining their Economic Development Certificate as part of their employment.

### Job Details

- Schedule and implement the Communications and Marketing Plan, applying best practices and professional training.
- Develop communication products, with supervision, to align with targeted audiences, tools and tactics. Evaluate success of tactics with monthly reports.
- Curate a photo database and video clips that can be used to create new communications products, using consistent branding and marketing.
- Design and launch a series of themed communications campaigns to showcase effective partnerships and tell the stories of community sustainability.
- Support the organization's communications channels such as websites, social media, and public presentation materials.

### Required Qualifications

University or college graduate who has graduated within the last three (3) years from an accredited college or university. The candidate must be a graduate of a post-secondary degree or diploma program. The position will be a first full-time employment in the candidate's field of study.



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### Additional Qualifications

- Demonstrated interest in communications and marketing
- Demonstrated skills in project management
- Variety of digital media skills (design, publishing, social media management/analytics)
- Experience with graphic design, campaign design, use of analytics
- Related training in Digital Art & Design, Science, or Education is an asset
- Be committed and willing to obtain an Economic Development Certificate through the University of Waterloo, as accredited by the Economic Development Council of Ontario
- Valid driver's licence with regular access to a vehicle

Term of employment: A two-year contract with possibility of extension.

Training: required training courses towards a Certificate of Economic Development.

Start date: January 2021

Salary: \$35,360 per annum (40 hours per week)

Place of Employment: Parry Sound, ON

Instructions for Application:

Please send a short 1-page cover letter and resume by email to [info@gbbr.ca](mailto:info@gbbr.ca)

Deadline for Applications: December 15, 2020 by 4:00 pm

Only successful interview candidates will be contacted. Thank you for your interest.

THIS OPPORTUNITY IS  
PROUDLY SUPPORTED BY:



An Agency of  
the Government  
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