

Job Opportunity

Marketing & Events Summer Intern (Full-time/Temporary)

The Marketing & Events Summer Intern will work under the direction of the Event Development and Communications Manager. This summer student position will support the Marketing, Communications and Events team to promote, market and coordinate upcoming events around the City. In addition, they will work to assist with City communication functions and create content for both Credit Union Place and City of Summerside social media channels, along with supporting web content. This person will also be involved with bidding for events to bring to the City and plan the event functions.

Duties will include:

- Digital content management
- Development of bid documents
- Funding applications
- Event staff management support
- Assisting in signage management
- Photography
- Videography
- Graphic design
- Develop marketing content plans
- Communications functions
- Event support
- Marketing functions

Required Qualifications and Competencies:

- Minimum Grade 12 education required.
- Must be planning to attend post-secondary education in the Fall.
- Interest or experience in Marketing Communications, Social Media Management, Sport and Events, or Recreation would be considered an asset.
- Bilingual skills would be considered an asset.

Salary: \$15.40/hour plus 4% vacation pay

Hours: 40 hours per week

Duration: June 27th-September 1st

Interested applicants are invited to submit their **resume** via email, with “Marketing & Events Summer Intern” in the subject line, to: jobs@summerside.ca **OR** drop complete package off to the HR Office at City Hall at 275 Fitzroy Street.

Closing Date: Friday, May 17, 2024, by 1:00pm

We thank all applicants for their interest. Please note that only those who are selected for an interview will be contacted.