



WORTHINGTON PR & STORY

Communications Assistant/Summer Intern – Worthington PR & Story

Overview

We are looking for a Communications Assistant to join our team as a part of our internship program for Summer 2024! This internship will run from May - August 2024 and is based in Calgary, AB. Successful candidates must be able to commute to the Calgary office multiple times per week.

About Worthington PR & Story

Worthington PR & Story is a growing communications, PR and digital agency. We embrace our core values, which include serving as trusted advisors, having an approachable attitude, solving problems creatively, being tuned in, doing inspiring work and having a collaborative culture.

In just six years, Worthington PR & Story has grown into a well-established and highly respected PR and communications agency. WPRS provides strategy, writing, public relations, social media, communications, events and marketing expertise to retail, consumer, tourism, financial, tech and real estate brands.

Also home to Noble Arrow, a unique agency-within-an-agency dedicated to supporting non-profits and community change makers, we believe in supporting those who are making a difference.

Ready to take the plunge on a great opportunity to expand your skills and quickly grow your career in a positive, team-based, entrepreneurial environment?

Role Description:

During your internship, you would be a key part of a fast-paced, professional and friendly agency team, working collaboratively to develop and deliver incredible results on client projects and campaigns.

You would have an opportunity to apply your public relations and writing skills, including media list development, media monitoring, media reporting, writing public relations materials, pitching the media and working on a variety of tasks within the agency environment.

The successful applicant can multitask, manage up and down, prioritize tasks and be results-driven.

We pride ourselves on providing excellent client service, being trusted team players, supporting each other, learning, working hard and celebrating our wins.

We offer a hybrid work environment, competitive salary, health benefits, bonuses, paid personal days and other workplace perks.

Role Accountabilities:



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- Supporting the team with a variety of public relations and media relations activities, including writing media advisories, press releases, managing media lists and influencer lists, tracking media coverage and building media reports.
- Develop compelling key messaging, social content for all different platforms, staying on brand and being creative for each client.
- Being willing to help support the team to drive success across the agency.
- Ability to think outside the box and research ideas to stay on trend with the ever-changing world of PR and social media.
- Willingness to learn new skills.
- Confidence to manage external partners and vendors.
- Assisting in event coordination and planning.
- Ability to work in a collaborative, creative, entrepreneurial and fast-paced environment.
- Strong writing skills
- Administrative support as required.

Qualifications:

- The ideal candidate is currently enrolled in a Bachelor's Degree or Diploma in Public Relations, Communications, Marketing or a related discipline.
- Writing samples, portfolio and references provided upon request.
- This position is based in Calgary.

To apply for this position, please send your resume and cover letter to Rachel Redmond at redmond@worthingtonpr.com with the subject "**Summer Intern**" before February 9, 2024.