



STANDARD BREED CANADA

Looking for REAL HORSEPOWER

WE'RE HIRING

POSITION: Marketing & Communications Assistant - Summer Internship

Get to Know Us:

Standardbred Canada is a not-for-profit association and the national breed registry for the standardbred horse with over 6000 members. We serve our horses and members by recording pedigrees and racing statistics for the Canadian harness racing industry and by being a news leader for the industry with a very active website and monthly Trot magazine.

Culture

"It's about the H.O.R.S.E. of course" – At Standardbred Canada our corporate values promote Honesty, Ownership, Respect, Service to Others and Excellence. Our success is powered by people and technology. We champion diversity and always look for ways to put more pace into the sport. Our employees are the real horsepower of the association and are always at the core of who we are and what we do.

Location: 2150 Meadowvale Blvd, Mississauga, Ontario

Summary of Position: **Marketing & Communications Assistant – Summer Internship**

Standardbred Canada is seeking an enthusiastic summer student/intern to assist with various member and stakeholder related activities. Knowledge of horse racing is an asset but is not required.

The position requires an energetic self-starter with strong interpersonal and computer skills, outstanding organizational and presentation skills, and experience in social media and digital communications. This individual will have the ability to work independently while contributing to a team.

Some of the duties include:

- Data entry & analysis
- Working alongside the Director of Digital Communications to produce content for the company website and assist with writing web stories for National Caretaker Appreciation Day and the World Driving Championship
- Working alongside the Member & Stakeholder Relations Coordinator, aiding in the planning and organizing of National Caretaker Appreciation Day and events pertaining to the World Driving Championship
- Assisting with the Member Value Program
- Creating content for web and social media platforms
- Assisting with industry research and member surveys
- Administrative duties as required

Qualifications

- Currently enrolled in a Communications, Marketing, Journalism, Graphic Design, or Event Management.
- Detail oriented with outstanding time management skills
- Event planning experience
- Experience with photography and videography
- Strong writing and communication skills

Computer skills required:

- Excel/MS Office/PowerPoint
- Experience with Survey Monkey & sending E-Flyers/newsletters
- Experience with social media tools
- Experience with using Canva is an asset
- Basic Graphic Design skills are an asset

Start date – July 2023

Duration: 8 weeks

JOIN OUR TEAM • APPLY NOW TO

Jeff Porchak, Director of Digital Communications
jporchak@standardbredcanada.ca

Applicant closing date: June 29, 2023

We thank all those who apply, but only those applicants who are selected for an interview will be contacted.