

Winter Public Relations Intern at Charming Media

12 or 14 weeks

Full-time Starting January 10, 2021

ABOUT CHARMING MEDIA:

Charming Media is a boutique PR agency that focuses on brands in the health, wellness and cruelty-free beauty space. We have acquired a name for ourselves in Canada as being the go-to for brands that want exposure in the wellness industry and amongst an active customer base in the fitness and beauty community. Our clients consist of vitamin and supplement brands, cruelty-free beauty brands, fitness clients and more.

OUR IDEAL INTERN:

We are extremely professional in our drive to provide the best results for our clients. It is important that any interns who come into our space are ready to assist us in our goals. You are a professional student who is great at taking feedback and instruction. You are ready to help and take on tasks with a smile!

INTERNSHIP DUTIES:

At Charming Media, internships involve assisting with the day-to-day operations of our fast-paced boutique agency. Duties will include, but are not limited to, writing media releases and developing other components of media kits, drafting media pitches, compiling media packages and coordinating send-outs, assisting in the planning of special events and product launches, drafting content calendars as well as administrative tasks such as updating media databases and scanning media for coverage

Please submit your cover letter and resume to [**info@charmingmedia.ca**](mailto:info@charmingmedia.ca).

All transportation costs will be covered - currently we have 2 office days per week.

**** Must be enrolled in a school program ****