

MARKETING & COMMUNICATIONS (One position located in Thunder Bay)

QUALIFICATIONS

- Currently enrolled in a post-secondary program in Marketing, Communications, Public Relations, Journalism, Business, or a related field and returning as a full-time student in the Fall of 2026.
- Strong written and verbal communication skills
- Ability to write, edit, and proofread clear and accurate content
- Familiarity with social media platforms such as Instagram, Facebook, and LinkedIn
- Strong organizational skills with the ability to manage multiple tasks and meet deadlines
- Ability to work independently as well as collaboratively in a team environment
- Flexibility to work on occasional evenings or weekends is required to support events.

PREFERRED QUALIFICATIONS

- Experience creating content for digital or social media platforms
- Basic knowledge of graphic design tools such as Canva or Adobe Creative Suite
- Familiarity with content management systems
- Interest in public relations, corporate communications, or community engagement

GENERAL DUTIES

- Assist with the creation, editing, and proofreading of marketing and communications materials, including social media content, newsletters, website updates, and promotional materials
- Support social media activities, including scheduling posts, monitoring engagement, and compiling basic analytics
- Assist with PR and Communications campaigns, promotions, and events
- Help maintain consistent branding and messaging across all communication channels
- Conduct basic research and support reporting related to communications initiatives
- Provide administrative and general support to the PR & Communications team as required

CONDITIONS OF EMPLOYMENT

- Successfully complete a Police Information Check

HOURLY RATE: \$22.27

Students are to submit the following documents by email to recruit@synergynorth.ca

Please indicate the position you are applying for in the subject line and include:

1. Cover Letter & Resume – together in one PDF document
2. Completed SYNERGY NORTH “School Verification of Enrolment Form”
Download the form from <http://www.synergynorth.ca/careers> and provide an Enrolment Verification Form provided by your post-secondary institution.

Deadline for Applications: February 16, 2026