

Sample Internship Postings

Position Title: UX Designer Intern

Function: Design & Development

Position Overview:

In your role as UX Designer Intern, you will be responsible for designing experiences with both UX design and UI design. You will partner with other designers, developers, and product management to create great experiences.

Duties and Responsibilities:

- Create design solutions that solve real problems for our players.
- Create process flows to conceptualize and communicate detailed interaction behaviors for multiple environments and audiences.
- Align business requirements, design methodologies, and technology factors to create on-brand designs for future state exploration, validation, and testing.

Skills:

- You are excited about product design, technology and the future of online ecosystems.
- You are a problem-solver and have the ability to implement ideas.
- You are a solid strategic and analytical thinker with excellent verbal and written communication skills.

Qualifications:

- Currently enrolled in an undergraduate program.
- Familiarity with the Adobe Creative Suite.
- Coding isn't required, but an understanding of how it works is beneficial.

Sample Internship Postings

Position Title: GIS Intern

Function: Data Analysis

Position Overview:

We are a major retailer in Canada, serving the needs of Canadians in 10 provinces. Our core retail formats are designed to ensure we have the right offering in the right-sized stores for each individual market we serve — from our full-service format to the convenience format, each tailored to satisfy the unique shopping needs of our customers

Duties and Responsibilities:

- Assisting in the creation of proposed residential growth across Canadian communities. This involves discussions with city planners and mapping of results using ESRI ARCGIS software
- Running database analysis queries based on requests from various stakeholders
- Working with GIS team to run database checks to ensure our systems and data is up to date
- Work with analysts to help create sales forecasts for future growth opportunities
- Maintain our competitive tracking database

Skills and Qualifications:

- Senior level undergraduate student in a Geography or GIS program
- Proficiency in ArcGIS software
- Familiarity with utilizing database and running queries
- Strong verbal and written communication skill

Sample Internship Postings

Position Title: Research Intern

Function: Research & Development

Position Overview:

The Research Intern works closely with members of the research team and other stakeholders to support the implementation of our research strategy, including engagement and research communication. The intern will support team members by scoping issues and designing solutions. The intern will also learn about grant funding programs and mechanisms and research in Canada

Duties and Responsibilities:

- Scope issues and complete environmental scans and reviews
- Design and communicate information on engagement initiatives and our research strategy such as visuals and infographics, written reports, and presentations
- Create content for engagement and research sections of our website and other online avenues of dissemination (i.e., blog posts, social media)
- Write and present content, briefs, reports, and other material

Skills and Qualifications:

- Undergraduate student in research, business, or social science
- Excellent communication skills (both written and verbal)
- Established interpersonal and connection-building skills, including the ability to work with a diverse group of people and in a collaborative, team environment
- Strong organizational and time management skills

Sample Entry-Level Job Postings

Position Title: Registered Physical Therapist

Qualifications:

- Registered Physiotherapist in good standing with the College of Physical Therapists of Alberta
- Valid professional liability insurance
- Excellent assessment and rehabilitation skills
- Excellent communication and organizational skills
- Ability to work in an innovative and integrative team environment
- Professional and friendly
- Professional development courses considered an asset - Manual Therapy Levels, Dry Needling/IMS, Acupuncture, Concussion Management, Pelvic Health Certification etc.
- Interest and knowledge in Manual Therapy
- New Grads are welcome to apply and will be offered supervision from an FCAMPT Certified Physical Therapist

Primary Responsibilities:

- Carry out comprehensive subjective and objective assessment to allow for adequate understanding of the patient's medical history, symptoms, and goals for treatment.
- Eager to learn new methods and share ideas and challenges with the other practitioners
- Willing to collaborate with the other practitioners to provide the best outcome possible for the patient
- Develop and implement personalized treatment plans for each patient
- Provide patients with guidance, education, and expertise on all areas of their treatment
- Collaborate with other health care practitioners to develop and implement short- and long-term patient care plans
- Document treatment notes electronically and ensure accurate documentation of all aspects of the patients care, from initial assessment to discharge.
- Document patient care activity concisely and accurately, according to the College guidelines.

What you will be responsible for:

- Build strong rapport and trust with patients from a variety of backgrounds
- Collaboration with other healthcare professionals
- Adequate communication with appropriate 3rd parties, such as referral sources, insurance companies, and other health care professionals
- Abide by the facilities high standards of maintaining patient confidentiality
- Adhering to facility business processes
- Participate in business and community development initiatives to drive growth
- Participate in continuing education

Position Title: Digital Marketing Specialist**Role Summary:**

As a Digital Marketing Specialist, you will leverage your expertise in various digital marketing channels, tools, and techniques to create impactful campaigns and support marketing strategies and brand awareness. This role will include the creation of assets, including graphic design and video elements, and the successful candidate must be well-versed in this space and have a current portfolio of visual content creation that aligns with their digital marketing campaigns.

Responsibilities:

- Develop and execute digital marketing plans to drive brand awareness, communicate Rosedale academic product and services and demonstrate success cross global school network.
- Drive the creation and management of a content calendar for social media channels and website. Manage social media and web platform, including planning, content creation (including text, graphic, video), analysis, and improvement, with reporting and optimization.
- Collaborates with the Business Development Team to Plan and execute social media campaigns aimed at increasing brand awareness during signature events. This includes identifying channels and partners in targeted markets, strategizing market-specific approaches, developing social media plans, creating content (copy and creative), allocating budgets, optimizing campaigns, and conducting measurement and analysis.
- Incorporate multimedia storytelling into content creation for our global high school network. Conduct interviews and create videos and supportive content featuring success stories of key stakeholders-including principals, teachers, and students-to effectively showcase the achievements and impact of Rosedale's educational initiatives.
- Support events, particularly in live streaming, event platform management, and data analysis.
- Research and implement SEO strategies to assist with organic growth
- Writes email, web, newsletter, and social media content as required
- Makes recommendations to optimize social media, email and web content and plans based on previous performance and best practices.
- Support marketing monthly newsletter and report on the effectiveness of all earned, paid, and owned media initiatives through analysis and measurement

Qualifications:

- Minimum 5 years of digital marketing experience.
- Bachelor's degree in marketing, Digital Marketing, or related field.
- Proficient in video creation and graphic design with strong storytelling skills
- Success in managing social media advertising campaigns and explaining results.
- Proficiency in digital marketing channels including SEO, SEM, email marketing, and social media advertising.
- Up to date with current AI trends and tools and how to use various tools to optimize production and results
- Proven understanding of social media advertising, digital analytics, digital data, and proficiency in reporting.
- Attention to detail, with excellent writing, communication and presentation skills.
- Ability to work independently and in a fast-paced, dynamic environment.

- Working knowledge of relevant tools and technology including:
- Canva Pro and Adobe Creative Cloud
- Microsoft Suite
- Project management software
- CRM and relationship management tools e.g. HubSpot
- Website support e.g. WordPress