



## Taekwondo Canada Internship Opportunity- Marketing & Communications

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Taekwondo Canada is the official governing body of Taekwondo in Canada, overseeing the sport in all Provinces and Territories. Taekwondo Canada is recognized by World Taekwondo, the International Olympic Committee, PATU and Sport Canada. Taekwondo Canada will continue to be a leading nation in the sport by providing leadership and opportunities to enable its participants to achieve their goals.

**Length and Term:** October 2022 to June 2023  
**Application Deadline:** September 23, 2022 – 5:00 p.m. ET

Students must be enrolled in a co-op/internship program at a recognized University or College using this term as a credit towards a degree/diploma.

Reporting to the Executive Director, the successful candidate's primary mandate is to assist in the day-to-day operations of the Communications and Marketing Department.

### Responsibilities and Skills Required

- Strong writing, editing and research skills (background in media writing - press releases, biographies, media kits, etc.)
- Assist in creation of content for Taekwondo Canada's social media channels.
- Experience managing social media channels, blogs and website content.
- Experience working with Graphic Design Programs and MailChimp an asset.
- Create and maintain website news content
- Track live competitions with results on social media
- Detail oriented, thorough, creative
- The ability to work independently, work collaboratively, maintain tight schedules and work flexible hours.
- Assist with promoting events and contests
- Draft press releases with the support of team members
- Positive and professional
- Assist in identifying new sponsorship targets with the goal towards developing purpose driven partnerships
- Identifying opportunities for sponsor up-sells, bonuses & make-goods
- Assisting in editing and delivering creative athlete & brand content programs to support marketing, retail & sponsorship initiatives.
- Willingness to assist in other areas of the organization, as required
- Present a professional and mature attitude in dealing with team members, sponsors, and the public.
- Bilingual French/English is an asset.
- As outlined in Taekwondo Canada's [COVID-19 Vaccination Policy](#), the candidate acknowledges and agrees that due to health and safety considerations, unless the candidate cannot be vaccinated for reasons protected by the Ontario Human Rights Code (in which case Taekwondo Canada will make reasonable accommodation efforts), the candidate is required to be fully vaccinated for COVID-19 and to provide proof of vaccination prior to commencing employment.

**Interested candidates must send a resume and cover letter to [dharris@taekwondo-canada.com](mailto:dharris@taekwondo-canada.com).**  
*We thank all applicants for their interest, however, only those being considered will be contacted.*

