



RINGETTE ONTARIO

MARKETING & COMMUNICATIONS INTERNSHIP

ABOUT RINGETTE ONTARIO

Ringette Ontario is the Provincial Sport Organization for Ringette in Ontario. We are an athletecentric and value driven organization who oversees all ringette interests in the province.

Ringette Ontario delivers programming which focuses on athlete, coach, and official's development, as well as supporting sanctioned events through tournaments, league play and Championships.

Ringette Ontario is committed to a workforce that reflects the diversity of our country. We actively seek qualified individuals from equity seeking groups with demonstrated skills and knowledge to deal with all aspects of equity, diversity, and inclusion in a provincial team environment.

JOB TITLE: Marketing & Communications Intern

REPORTING TO: Event & Engagement Coordinator

HOURS: Flexible 15-20 hours/week (dependent on school requirements)

COMPENSATION: \$1,500 honorarium upon successful completion of the internship

DEADLINE: Wednesday, August 13, 2025 at 5pm EST

POSITION OVERVIEW

Ringette Ontario is seeking a dynamic student who wishes to fulfill their internship with a Provincial Sport Organization and gain hands-on experience in marketing & communications. The Intern will work closely with the Event & Engagement Coordinator to implement marketing and communications strategies, including graphic design, video editing, copy writing, and event planning; skills that will be learned or strengthened throughout the internship.

The ideal candidate will be comfortable completing projects with minimal supervision, as Ringette Ontario is entirely remote. This opportunity provides invaluable experience for a student who wishes to pursue a career in the sport industry.

Preference may be given to applicants who have played or have experience with ringette.

The successful applicant will be required to use their own laptop/computer to complete their work.



DUTIES & RESPONSIBILITIES

- Help plan content when needed, as well as assist with completing creative and technical needs.
- Support sponsorship procurement and partnership building for events.
- Assist with the planning of Ringette Ontario's Championship Events.
- Manage and organize Ringette Ontario photo and video assets.
- Research into and report on sports & entertainment industry-standard processes.
- Support other Ringette Ontario staff where appropriate.

QUALIFICATIONS, REQUIRED SKILLS, KNOWLEDGE, & ABILITIES:

- Eligible to students enrolled in a college or university program completing an internship for course credit. Priority will be given to applicants in Sport Management or a related field.
- Knowledge of the public sport system in Ontario and Canada.
- Proficient understanding and experience with relevant social media platforms and knowledge of social media trends.
- Excellent written and oral communication skills, with the ability to convey information clearly and professionally across multiple platforms and in a variety of formats.
- Highly computer literate, experience utilizing Adobe, MS Office, Canva, or similar software an asset.
- Strong organizational skills and a high attention to detail.
- Ability to conduct research and present summarized learnings.
- Self-motivated with the ability to work and thrive in a fast-paced and changing environment both independently and as a team member.
- Positive and professional attitude when dealing with team members, partners, and the public.