

EDITORIAL INTERN - REDPOINT MEDIA & MARKETING SOLUTIONS

RedPoint Media is seeking an editorial intern for an 8 week term from June 4th to July 27th 2018. This full-time contract position in our Calgary office is an opportunity to work with award-winning publications. This position is being offered as part of the Canada Summer Works program. Eligible candidates need to have been enrolled as a full time student for at least one semester between September 2017 and June 2018 and must be returning to full time studies in the fall of 2018. Priority will be given to the consideration of applicants who are of Aboriginal descent or who are visible minorities.

our company

RedPoint Media & Marketing Solutions is an award-winning publishing house and content-driven marketing studio in Calgary. You'll be joining the team that creates our in-house brand Avenue Calgary, an award-winning city lifestyle magazine. Our company also creates custom publications for clients like WestJet, BC Ferries and the Calgary Foundation. RedPoint seeks out the best and brightest talent in the industry, and as a RedPoint employee, you'll play a vital role in shaping our company's future.

our opportunity

RedPoint Media seeks an editorial intern for a term beginning June 4th 2018 and concluding July 27th 2018.

This is a full-time contract position based on a 40 hour work week in our Calgary office. The salary is based on the current minimum wage; you will be paid semi-monthly on the 1st and 15th of the month.

This is an opportunity to:

- Write stories for Avenue Magazine and website with a focus on the city of Calgary's culture, cultural offerings.
- Participate in brainstorming story ideas for print publications and the related digital properties.
- Research and fact-check stories as assigned, while ensuring the accuracy and quality for which Avenue magazine is known.
- Enter changes into magazine proofing files.
- Provide general assistance to the editorial team with a particular view to both learning about the magazines and the industry generally and improving the overall quality of the publications and websites.
- Take on other duties as assigned.

our ideal candidate

As an intern for RedPoint Media, you're passionate about the people, cultures and lifestyles that define this city, and you're able to work in a team and across teams to produce a great product.

Your skills, knowledge and know-how:

- Post-secondary education in journalism, electronic publishing or a related field.
- Minimum one year of media experience.
- Ability to write, edit and proofread effectively.
- Great communication skills.
- Very organized, with exceptional time-management skills.
- Fluency in Microsoft Office, Adobe InDesign, Adobe Photoshop, social networking sites and the Mac operating system.

Applicants are asked to submit three published articles, along with a cover letter and résumé. Eligible candidates need to have been enrolled as a full time student for at least one semester between September 2017 and June 2018 and must be

returning to full time studies in the fall of 2018. Priority will be given to the consideration of applicants who are of Aboriginal descent or who are visible minorities. Please note any of these details in your cover letter.

In order to fit into our team and be a strong contributor to Avenue, you are:

- Smart, professional and a lot of fun to work with.
- Passionate about the quality of your work.
- Interested in the direction of the city and excited about Avenue Magazine's many topic areas including city life, profiles, arts & culture, events, dining, home decor, fashion, shopping, travel and mountain life.
- A self-starter with a reputation for doing what you say you will do and getting things done on time.
- Curious about the world around you with a way of looking at concepts, trends and ideas from new and unexpected angles.
- Dedicated to improving quality and concerned about the details.

our RedPoint Package

As a creative company, RedPoint provides a stimulating, supportive work environment with a vibrant atmosphere and excellent benefits. We offer employees a flexible work schedule and competitive compensation. Employees are encouraged to give back to the community and the industry and to pursue their professional development.

how to apply

This posting is open until May 4, 2018.

Interested candidates should apply in confidence by e-mail to careers@redpointmedia.ca. We thank all applicants for their interest in joining our team. Only those candidates selected for interviews will be contacted directly.