

Digital Internship Opportunities, Bell Media Studios

We are a team of creative, digital thinkers, obsessed with all things entertainment and lifestyle – the pretty, the tasty, the helpful, the sometimes silly – and committed to bringing the best of the space to our users every day on TheLoop.ca, GustoTV.com, YourMorning.ca, etalk.ca, Marilyn.ca and TheSocial.ca and their social channels.

We're currently on the lookout for **three digital interns who share our passion for entertainment and lifestyle content and digital media** and are looking to further their education through practical experience working for one of Canada's leading media companies.

The ideal candidate(s) will possess **an intimate knowledge of the modern digital landscape and practical experience producing digital content** (writing, researching, etc.), preferably in the entertainment or lifestyle space.

Internships are reserved for students enrolled in an accredited post-secondary program in a related field (e.g. journalism, digital media) that requires a work placement for completion of your diploma/degree. This is a full-time (approx. 37.5 h/week), unpaid placement, though schedule accommodations can be made for coursework, if necessary. Placements generally run for four months, starting in January, May and September, though there is some flexibility around terms based on academic program requirements and schedules.

To apply, please send a cover letter and resume (with clippings, if available) to info@theloop.ca with the subject line: "Digital Internship – Bell Media Studios."

Responsibilities

- Assist digital producers with production of daily site and social content
 - Pitching, writing articles, listicles and galleries
 - Packaging daily show content for site (*MDS, The Social, Your Morning, etalk*)
 - Research, proofreading and fact-checking
 - Sourcing and formatting images
 - Sharing links to content on various social platforms
- Editorial administrative duties as required
 - Responding to user feedback
 - PR database maintenance
 - Vetting PR requests, etc.
- Managing YouTube catalogue (*Your Morning, Gusto*)

- Attend press events on behalf of the digital lifestyle brands
- Assist video producers on set
- Other duties as assigned by the digital producers

Qualifications

- Rock-solid writing chops and a keen eye for detail
- A strong editorial foundation in fact-checking, research and copyediting
- Familiar with Photoshop for basic image editing (cropping, etc.)
- Working knowledge of basic HTML and WordPress
- Able to handle multiple tasks and maintain creativity in a high-pressure, deadline-oriented environment
- Love of lifestyle and entertainment media and a familiarity with the landscape

Facts and Figures

Employer: Bell Media

Department: Digital, Bell Media Studios

Supervisor/Contact:

Beth Maher

Executive Producer, Digital | Bell Media Studios

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Logo:

The logo for Bell Media, featuring the word "Bell" in a large, bold, blue sans-serif font, followed by the word "Media" in a smaller, black, sans-serif font.