



Digital Media & Membership Services Intern

The [Kapuskasing Golf Club](#) (KGC) is currently accepting applications from individuals for the position of Digital Media & Membership Services Intern. Reporting directly to the Club Manager, the Digital Media & Membership Intern will play a key role in the KGC's growth strategy as it relates to transitioning the club to a year-round facility, increasing the club's ecommerce revenues and digital presence, and enhancing the club's overall customer service experience.

Duties / Responsibilities

- Develop strategies to increase the number of events and increase year-round usage of the facility
- Implement targeted local, regional and national social media campaigns to increase online sales
- Revamp the KGC's website and online store including uploading new inventory, product images and optimize search engine optimization
- Revise, build and consolidate email distribution lists
- Prepare monthly communication materials for KGC members and stakeholders
- Assist with the KGC's annual membership drive
- Other duties as requested by the Club Manager

Requirements

The ideal candidate must be unemployed or underemployed (persons aged 30 and under), have graduated within the last three (3) years with a degree, diploma or certificate from a recognized post-secondary institution and be legally entitled to work in Canada.

The following skills and experience are considered assets for the position:

- Superior digital marketing, ecommerce and graphic design skills
- Excellent understanding of Facebook, Instagram, Snapchat and Google Ads advertising
- Experience (or ability to learn) content management and point of sale systems
- Bilingual (oral & written: English and French)
- Superior interpersonal and customer service skills
- Leadership and time management skills

Remuneration

We offer a competitive salary, a flexible work environment and golf playing privileges. This full-time position is partially funded by the Federal Economic Development Agency for Northern Ontario.

Applications will be accepted until May 6th, 2022. Please email resume and job application form in the strictest confidence to andre@kapgolfclub.ca. Applicants selected for an interview will be contacted by May 10th, 2022.

About the Kapuskasing Golf Club

The [Kapuskasing Golf Club](#), rich in history, is a 9-hole semi-private club with 350 members. Located in [Kapuskasing](#), Ontario, the golf club is situated in the heart of the bilingual community. Kapuskasing is a great place to live and raise a family because it has all the amenities associated with an urban centre, at a fraction of the cost, while providing the relaxing lifestyle of a smaller community.

Canada



Federal Economic Development
Agency for Northern Ontario

Agence fédérale de développement
économique pour le Nord de l'Ontario