



<https://www.internshipsca.com/job/cais-internships/>

CAIS Internships 2026 New Hiring

Description

CAIS Internships is offering a dynamic opportunity for a Communications and Marketing Intern to join our team. This internship provides hands-on experience in the fields of communications, marketing, and public relations within the context of the education sector. The successful candidate will work closely with our team to support and contribute to various initiatives aimed at promoting CAIS and its member schools.

Responsibilities

- **Content Creation:** Develop engaging and informative content for various platforms, including social media, newsletters, and the CAIS website.
- **Social Media Management:** Assist in managing and growing CAIS's social media presence by creating and scheduling posts, engaging with the audience, and analyzing performance metrics.
- **Event Support:** Contribute to the planning and execution of events, webinars, and conferences by providing logistical support and helping with promotional activities.
- **Market Research:** Conduct research on trends in independent education, identify potential partnerships, and gather insights to enhance CAIS's marketing strategies.
- **Collaboration:** Work closely with the Communications and Marketing team to brainstorm ideas, contribute to campaigns, and ensure brand consistency across all communication channels.
- **Graphic Design:** Create visually appealing graphics and materials to support marketing initiatives and enhance the overall visual identity of CAIS.

Qualifications

- **Current Enrollment:** Actively enrolled in a bachelor's or master's program in communications, marketing, public relations, or a related field.
- **Excellent Communication Skills:** Strong written and verbal communication skills with the ability to create compelling and clear content.
- **Social Media Savvy:** Familiarity with major social media platforms and a passion for staying updated on social media trends.
- **Creativity:** Ability to think creatively and contribute innovative ideas to enhance CAIS's communication strategies.
- **Team Player:** A collaborative mindset and the ability to work effectively in a team-oriented environment.
- **Tech-Savvy:** Proficient in Microsoft Office Suite and basic graphic design tools (e.g., Canva, Adobe Spark).

Job Benefits

- **Professional Development:** Gain hands-on experience in the fields of communications and marketing within the context of the education sector. Develop practical skills that will enhance your future career prospects.
- **Networking Opportunities:** Connect with professionals in the independent

Hiring organization

Canadian Accredited Independent Schools

Employment Type

Intern

Duration of employment

3 Months

Industry

Education Administration Programs

Job Location

Jordan, Ontario, Canada, L0R 0B6,
Jordan, Ontario, Canada

Working Hours

09

Date posted

April 13, 2026

Valid through

19.01.2028

education sector, including leaders of member schools, fellow interns, and CAIS staff. Build a network that can open doors for future career opportunities.

- **Mentorship:** Receive guidance and mentorship from experienced professionals in communications and marketing. Learn from their expertise and gain insights into the industry.
- **Resume Enhancement:** Add a reputable organization like CAIS to your resume, showcasing your commitment to excellence in education. Highlight your contributions and accomplishments during the internship to stand out to future employers.
- **Skill Development:** Hone your communication, marketing, and event planning skills in a real-world setting. Acquire proficiency in social media management, content creation, and graphic design.
- **Exposure to Independent Education:** Gain a deep understanding of the independent education sector in Canada. Learn about the challenges and opportunities faced by CAIS member schools and contribute to initiatives that support their growth.
- **Team Collaboration:** Experience working in a collaborative and dynamic team environment. Develop your teamwork and interpersonal skills while contributing to the success of CAIS projects.
- **Flexible Schedule:** Benefit from a flexible internship schedule that allows you to balance your academic commitments with valuable work experience.
- **Paid Internship:** Receive compensation for your time and efforts during the internship, acknowledging the value of your contributions to CAIS.
- **Opportunity for Full-Time Positions:** Exceptional interns may be considered for full-time positions within CAIS or may receive strong references for future career opportunities.
- **Professional Environment:** Work in a professional and inclusive environment that values diversity and encourages creativity. Contribute to meaningful projects that make a positive impact on the independent education landscape in Canada.
- **Learning Resources:** Access educational resources and materials related to communications, marketing, and independent education to further enhance your knowledge and skills.

Contacts

1. Prepare Your Application:

- **Resume:** Include a detailed resume that highlights your education, relevant coursework, work experience, and any extracurricular activities.
- **Cover Letter:** Craft a compelling cover letter that outlines your interest in the internship, relevant skills, and what you hope to gain from the experience.
- **Writing Sample:** Provide a sample of your written work, such as a blog post, article, or any other piece that demonstrates your communication skills.

2. Compose an Email:

- **Subject Line:** "CAIS Internship Application – Communications and Marketing"

3. Attach Your Documents:

- Attach your resume, cover letter, and writing sample as PDF documents. Ensure the file names are clear and professional.

4. Include a Brief Introduction:

- In the body of the email, include a brief introduction expressing your interest in the internship and summarizing key qualifications.

5. Submit Your Application:

- Send your email.

6. Confirmation:

- Upon successful submission, you will receive an automated confirmation email acknowledging receipt of your application.