

# THEATRE & EVENTS MEDIA INTERN

**Role Type:** 4-Month Internship (2-3 days/week)

**Location:** On-Site; ProssermanJCC, 4588 Bathurst Street, North York ON (Bathurst and Sheppard area)

## Who We Are:

The Jewish Community Centre is more than just a workplace. It is a vibrant hub of culture, connection, and community. As one of the largest engagement platforms in the Greater Toronto Area, we offer a diverse range of programs including arts, fitness, education, daycare, summer camps, and more.

Leah Posluns Theatre has served for decades as a welcoming space for theatre productions, film screenings, music performances, town halls, and cultural experiences. The JCC's Events department oversees all bookings, logistics, production, marketing and execution of all events, inclusive of an engaging social media strategy with video production and editing.

## Are YOU our Theatre & Events Media Intern?

For this new position, we are seeking a creative, detail-oriented, and proactive individual who is passionate about live events, storytelling, and digital content. The Theatre & Events Media Intern will work closely with our Creative Director and Digital Marketing Strategist to bring performances, programs, and community events to life online. This internship follows a rotational, hands-on model with a strong focus on video, graphics, and real-time event coverage. This is an in-person role, requiring 2-3 days per week, including flexibility for attending key events.

## Key Responsibilities:

- Create on-brand social media assets using Canva (Illustrator/Photoshop a bonus).
- Schedule and post content to Instagram, Facebook, and WhatsApp.
- Capture and edit video for reels, clips, and mini-docs.
- Attend evening events to record content, engage with and interview performers/attendees.
- Update Facebook Events, Linktree, and community groups with upcoming events.
- Organize event photography and support weekly newsletter assets.

## What do you bring?

- Currently studying Media Arts, Film, Graphic Design, Advertising, or a related field.
- Strong skills in Canva and video editing (Premiere Pro, Final Cut, or DaVinci, Capcut, and Vids).
- Interest in photography, AI tools, mobile editing apps, and social media trends.
- Understanding of Meta Ads is an asset
- Organized, proactive, and comfortable working in person and evenings.

## Ready to Make an Impact? Apply Today!

We welcome candidates from all backgrounds and experiences. If this role excites you, we want to hear from you. To apply, send your **resume and cover letter**, along with your **weekly availability or conflicts** to **Jared Golberg, Creative Director, Events & Media** at [jaredg@prossermanjcc.com](mailto:jaredg@prossermanjcc.com) by **March 15, 2026**.

*We appreciate every application, but only selected candidates will be contacted for an interview. If you require accommodation at any stage of the hiring process, let us know. We are committed to creating an accessible and inclusive workplace. The JCC does not use AI for screening.*

Let's build something amazing together.