

# WE ARE HIRING

## Marketing & Communications Intern

**DO YOU...**

**Live and breathe social media?**

**Love stories, writing, and great design?**

**Desire to do meaningful work for social impact?**

**IF THE ANSWER IS...**

**YES!**

**JOIN OUR TEAM!**

### OUR INTERNSHIPS

are designed to provide real-world experience,  
and will enable you to apply practical skills  
to help raise awareness on social causes.

**CHECK US OUT**



[hcsa.org.sg](https://hcsa.org.sg)



[@HCSACommunityServices](https://www.instagram.com/HCSACommunityServices)



HCSA Community Services



# WE ARE HIRING

HCSA Community Services is looking for an energetic and resilient go-getter who has a flair for writing, keen eye for design and storytelling, and a love for all things social media to join our team!

## MARKETING & COMMUNICATIONS INTERNS

### REQUIREMENTS:

- Currently pursuing a diploma in Mass Communication or other related fields
- Multi-tasker; able to work in fast-paced environment
- Good command of written English
- Proactive and detail-oriented, able to work autonomously as well as with others
- Equipped with basic knowledge of design software such as Canva, Photoshop, Illustrator and video editing software such as Adobe Premiere Pro, Final Cut Pro or its equivalent
- Handy with cameras and have fundamental photography skills

### RESPONSIBILITIES:

- Co-plan, create, produce, and publish monthly social media content to support various programmes and marketing objectives
- Assist with coordination and execution of marketing and communications events and activities
- Assist with media monitoring and social media performance analysis
- Assist with planning, organising, and running photography/videography shoots for events/activities e.g. workshops, webinars.



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