

Mkt.



01.05.2025

PR & Communications Internship

Barkly House
Level 2, 30 Inkerman Street
St Kilda VIC 3182

Creating *Meaning*,
Elevating **Impact.**

Job Description - PR & Communications Internship

Company Overview

Mkt. Communications (Mkt.) was founded on the belief that things should be done differently - for our team, our clients, and the world we live in. As commercial storytellers and one of Australia's first Certified B Corporation communications agency, we are committed to crafting stories that truly make a difference

Over the last 18 years, we've worked with local and global brands to uncover, shape, and share purpose-driven narratives. We specialise in strategic communications, brand & purpose strategy and implementation, internal communications, media relations (earned, owned & paid), influencer relations, content marketing and more, helping businesses and brands connect with audiences in ways that inspire action and create meaningful impact.

We're a small but mighty collective of strategic thinkers who love a great story and believe in using our voices to contribute to the greater good. The kind of companies that will thrive into the future are those committed to using business as a force for good and they'll need communicators like us who embody integrity, creativity, and purpose.

At Mkt., we're dynamic, collaborative, purpose-driven and energised by strategic thinking, creativity and the rhythm of *WorkFluid* - our operational heartbeat that keeps us aligned, inspired and connected, both internally and externally. With exciting plans for meaningful growth in 2025, there's never been a better time to be part of a team shaping a better future, *one story at a time*.

About the Internship

Are you a curious, creative and proactive communicator looking to learn and gain experience in a collaborative, communications agency? Mkt. is a team of commercial storytellers, a group of inspired, purpose-driven professionals helping businesses and brands craft narratives that truly make an impact. We're looking for a PR & Communications intern to join and support our talented team in 2025.

We're searching for someone eager to learn the ins, outs, and in-betweens of communications from some of the best, brightest and most big-hearted storytellers in the industry. This is an opportunity to work on everything from traditional media relations and internal communications to influencer engagement and social storytelling, all within a supportive workplace setting.

Here's what a day might entail:

- Researching media and creator opportunities, preparing media and outreach lists, and drafting smart, engaging pitch notes
- Creating and editing content for Mkt. and our clients - from Instagram posts and newsletters, press releases, social media posts, talent briefing forms, campaign collateral and more.
- Contributing ideas in brainstorming sessions and staying on the pulse of what's trending in culture, media and purpose-led communications
- Learning the ropes on project coordination, financial admin, and client reporting
- Attending all agency and client WIPS
- And much more!

The Essentials

- **Timing/Length of internship:** Two days per week (Preferably Monday and Wednesday) 9am – 3pm, for 3 months
- **Location:** St Kilda, Melbourne
- **Paid/Unpaid:** \$100 per day inclusive to cover travel and food expenses

Interested? Please send your resume and a short email explaining why you would like to join Mkt. to Jessica at info@mktcommunications.com.au.

We look forward to hearing from you!