



Role Description: Communications and Marketing Intern

This position requires creativity, energetic drive, combined with the ability to multitask, prioritize and carry projects through to completion.

Key Responsibilities

Assist in developing imagery and correct messaging across all communications materials, including website, social media brochures, press releases and advertising.

Main Tasks and Projects:

- Support in creation of specific key communication materials (online and print)
- Support in content creation for social media accounts, including organizing cross-platform content strategies.
- Assist our reach to key customers at the right time in their customer journey.
- Research competitors and industry trends.
- Assist with capturing and analyzing marketing and sales metrics
- Keep to budget
- Implement our social media strategies
- Contribute to Marketing Manual
- Assist with our Global Book Fair coordination and promotion (event in May 2025)

Marketing Intern Qualification and Skills

- Recent completion of a qualification in communications, marketing or business.
- Background working in small business (KMU) and working in a small team
- Ability to multi-task and take initiative
- Flexible work schedule
- Hardworking and dedicated outlook
- Ability to take direction and absorb information quickly
- Experience with content creation a plus, even if not professionally

Please send your application to applications@childrenfirst.ch