

wicked event management

THE EXPERTS IN EVENT PLANNING

Position Title	SOCIAL MEDIA/MARKETING ASSISTANT (INTERNSHIP)
Website	https://www.wickedeventmanagement.com.au/ https://wickedbucks.com.au/
Company Overview	<i>Wicked Event Management is the premier event party planning in Australia and New Zealand. With over 13 years of experience and thousands of happy clients we are the go-to Event group. Our professional party planners work with top distributors and organisations to create the ultimate 5-star experience for our clients.</i>
Employment Type	Internship (Unpaid Position)
Purpose	To report to and assist the Marketing Coordinator in marketing and social media roles whilst learning new skills and important procedures.
Key Duties	<ul style="list-style-type: none">● Undertaking daily administrative tasks to ensure the functionality of the department's activities● To assist in creating weekly social media packages● Monitor, post, and interact with people via our social media channels● Image sourcing and resizing for our website● Observing and learning how ads are created, tested and monitored● Copywriting tasks
Key Skills & Attributes	<ul style="list-style-type: none">● Suitable for a student studying in Marketing, Communication or Business● Knows their way around social media platforms● Attention to detail● Willingness to learn and to contribute new ideas● Basic knowledge of market research techniques and databases
Hours	2 Days a week (10-4) with flexibility around interns availability
Additional Information	The internship may lead to paid casual, part-time or full-time work.

HOW TO APPLY: To express your interest in this position, please send an email with your resume and cover letter to: socialmedia@wickedeventmanagement.com.au

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