

JOB TITLE:	Communications Summer Intern
REPORTS TO:	Communications Director to the Executive Pastor
POSITION STATUS:	Paid Internship (35hrs/week, 8 weeks to be completed between May 4 – August 30, 2026)
POSITION PAY:	\$17/hour

POSITION PURPOSE:

Grande Prairie Alliance Church (GPAC) exists to “Make Jesus Known” and to lead people to become fully devoted followers of Jesus. Our communications team plays a vital role in sharing this vision, connecting our community, and creating engaging digital content. We are seeking a motivated and creative Communications Summer Intern to join our team and help produce social media posts, reels, videos, newsletters, and other multimedia content. This role offers hands-on experience in church communications, video production, and digital engagement, while providing mentorship and opportunities to grow your skills in a collaborative environment.

KEY AREAS OF RESPONSIBILITY:

- Assist in creating, editing, and scheduling social media content, including reels, short-form videos, and posts.
- Support the development of newsletters, blog posts, and other written communications.
- Design graphics and multimedia content using tools like Canva, Adobe Creative Suite, or video editing software.
- Record, edit, and produce video content for social media and other platforms.
- Conduct research for campaigns, events, or storytelling initiatives.
- Assist in monitoring analytics and reporting engagement metrics.
- Provide general support to the communications team as needed.

QUALIFICATIONS:

- Current student or recent graduate in Communications, Marketing, Public Relations, Media, or related field.
- Strong written and verbal communication skills are important.
- Familiarity with social media platforms, including Facebook, Instagram, TikTok, and YouTube.
- Experience or interest in creating reels, video content, and basic video editing.
- Basic graphic design skills and interest in visual storytelling.
- Highly organized, detail-oriented, and able to manage multiple tasks.
- Self-motivated with a willingness to learn and take initiative.

WHAT YOU’LL GAIN:

- Hands-on experience in communications, marketing, and social media management.
- Opportunity to create and produce video and multimedia content.
- Mentorship from experienced communications professionals.

TO APPLY:

Email your cover letter and resume to ashleyl@gpalliance.ca.

This position will remain open until the suitable candidate is selected.