



## **WRESTLING CANADA LUTTE COMMUNICATIONS AND MARKETING STUDENT INTERN**

### **ABOUT WRESTLING CANADA LUTTE:**

Wrestling Canada Lutte (WCL) is the national sport governing body for Olympic style wrestling in Canada. Working in collaboration with our partners, WCL supports the development and growth of wrestling in Canada. Among its responsibilities, the association selects and prepares Canada's teams that participate in international competitions including Continental Championships, World Championships and major multi-sport Games (i.e. Olympic Games).

### **THE POSITION:**

Working in a team environment, the Communications and Marketing Student Intern will provide various support to WCL Communications and Marketing activities, as well as well as other event administrative support, where needed.

### **LOCATION:**

Hybrid work environment, with at least one (1) day per week in Ottawa at the National Office combined with remote work.

### **WORKING CONDITIONS:**

This is an unpaid student internship (a small honorarium will be provided), hours dependent on program requirements. The role may also require occasional hours outside of traditional 9 AM – 5 PM work hours and could include event-related travel.

\*Students MUST be enrolled in a co-op program using their time as credit towards a degree or diploma.

### **LENGTH & TERM:**

The position will run from January to April 2026 (4-month term) and may be extended.

### **REPORTING STRUCTURE / SUPERVISION:**

- Direct report: Communications & Marketing Manager
- Indirect report: Chief Executive Officer
- The candidate will also work closely with other WCL staff based in Ottawa.

### **KEY RESPONSIBILITIES**

#### **1. Social media**

- Run daily social media (Instagram, X, Facebook, LinkedIn).
- Provide live updates on wrestlers in action for international and domestic competitions.
- Coordinate and schedule social campaigns (familiarity with scheduling tools such as Later is an asset).
- Respond to comments and messages.
- Help shape and execute social media plan.





- Opportunity to develop new social media platforms.

## **2. Content creation**

- Assist with content creation for web and social channels including video, photo, audio and written.
- Write short stories and updates for website.
- Create graphics for social media.
- Assist with photography.
- Assist and create video for social and campaigns.

## **3. Website**

- Post content to website.
- Post events to website.
- Post minor edits to website.

## **4. Merchandise**

- Assist with coordination and management of WCL merchandise for sale at domestic events.
- Assist with inventory merchandise and national team apparel.
- Provide on-site support for merchandise at events (where available).

## **5. Events**

- Assist with national event preparation including participant approvals, accreditation preparation and shipments.
- Provide on-site support for accreditation distribution at national events (where available).

## **6. Other**

- Assist in general day-to-day operations, as required.
- Other tasks and duties as requested.

## **EDUCATION, EXPERIENCE, SKILLS**

- Currently enrolled in a Communications, Marketing or Sport post-secondary program.
- Strong written, editing and research skills.
- Photoshop or other photo editing software experience are an asset.
- WordPress experience is an asset.
- Photography skills are an asset.
- Experience with video creation is an asset.
- Experience with non-linear editing software is an asset.

## **HOW TO APPLY:**

This is an exciting opportunity to gain valuable hands-on experience in communications and marketing, while seeing first-hand how a successful National Sport Organization (NSO) operates.





If you are passionate about communications, marketing, and sport, we encourage you to apply for the Communications and Marketing Intern position. Please submit your resume and cover letter by **Oct. 31, 2025** (note: the deadline may be extended at WCL's discretion). Send your application to the Communications and Marketing Manager at: [dmatte@wrestling.ca](mailto:dmatte@wrestling.ca) with "Communications and Marketing Intern" in the subject line.

Candidates would ideally be able to begin duties January 2026 or sooner.

*WCL is committed to creating an inclusive and diverse work environment as an equal opportunity employer. We welcome and encourage applications from First Nations, Metis and Inuit peoples, racialized persons, persons with disabilities, and those who identify as women and/or 2SLGBTQI+. All qualified applicants will receive consideration for employment without regard to race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability or any other protected ground of discrimination. If you require an accommodation, please let us know and we will work with you to meet your needs.*

*We recognize that organizations may miss out on applicants who screen themselves out of the process because they do not meet every qualification; this is especially true for equity-deserving groups. If you're excited about this role but feel that your experience doesn't perfectly match our job posting, we still encourage you to apply. Tell us your story and/or show us in your cover letter what you bring to the table beyond the listed qualifications.*

*As a condition of employment, the successful candidate will be required to undergo a successful background check.*

*We thank all applicants for their interest, however, only those being considered will be contacted.*

