Position: Public Relations and Sponsorship Manager
Accountable to: Executive Director
Duration: 3-6 Months minimum
Commitment: 2-3 days/week or equivalent (16hrs/wk)
Location: Sydney
Remuneration: Unpaid Internship

POSITION SUMMARY

Vibewire Youth Inc. is seeking a part-time Public Relations and Sponsorship Manager to assist and support the organisation's goals through the development of meaningful and leveragable sponsorship, event and PR programs to generate awareness of Vibewire and its initiatives.

This role would suit a Communications, Publishing, or business development student or graduate with sound admin and organisational skills, wanting to work in a dynamic environment where they are responsible for a variety of projects and tasks.

The successful candidate will demonstrate a compelling interest in our mission and uphold a high professional, well-organised work ethic. The minimum commitment we ask for is six months, although longer commitments are welcomed.

ABOUT VIBEWIRE YOUTH INC.

Vibewire is an innovative non-profit youth organisation providing media, arts & entrepreneurial opportunities and events for young people.

We acknowledge that worldwide young people are making important contributions as world citizens, productive workers, consumers and entrepreneurs.

We are dedicated to encouraging and stimulating an entrepreneurial spirit by unlocking the talents, imagination and creativity of youth as drivers of change, addressing important economic, environmental and social issues within their communities.

POSITION DESCRIPTION

The successful candidate will be the type of individual that sets high standards for themselves, thrives in being held accountable and enjoy the authority and profile that comes with the responsibilities of this role.

As an outstanding communicator, you will be persuasive, determined and possess high levels of energy to ensure that you over deliver on your objectives.
KEY TASKS:

As a PR and Sponsorship Manager your role will involve, but not limited to:

• Building and managing successful relationships that will bring in corporate and government sponsorships used to support Vibewire initiatives
• Representing the organisations vision
• Liaising with possible sponsors, developing interest and getting them onboard
• Selling Advertising Space for Anthology

IDEAL CANDIDATE

The right candidate will possess:

• A strong drive for success
• Has a love to meet new people and has the ability to build rapport
• A passion and drive for the media industry
• High levels of confidence
• Exceptional communication skills both written and oral

This is your chance to work for one of the most dynamic and innovative youth media and arts organisations around. If you believe you possess the following competencies then apply immediately!

How to apply

To apply for this position, please submit your resume and cover letter to: applications@vibewire.org
With “Vibewire position you are applying for – Last Name, First Name” in the subject line.
Example: Vibewire Marketing Intern - Doe, Jane

Applications without these materials will not be considered.

Your cover letter should address the following questions:
What excites you about Vibewire Youth Inc.? How does the mission resonate with you?
Tell us about why you want to be an Intern in this role. What previous experience do you have that is relevant to this role? What are the skills that you hope to develop in this position?