QUT Precincts

Internships – Marketing, Events and Public Relations

QUT Precincts offers internships in the area of marketing, events and public relations to tertiary students undertaking a degree program in an appropriate field.

Guidelines

- Internships are available only to currently enrolled tertiary students
- Priority is given to students enrolled in QUT courses
- Minimum time commitment is 1 day per week
- The internship may be undertaken for assessment as a workplace learning unit (subject to approval of the student’s course or unit coordinator), or as work experience which complements the student’s program of study.

Intern’s responsibilities:

The intern will assist in the implementation of marketing plans for theatre productions, exhibitions and/or venue hire. Duties may include:

- preparing and distributing media releases and organising interviews and photo shoots
- producing support publications including programs and catalogues
- booking advertisements as required
- organising the release of copyright as required
- maintain online marketing activities including the unit’s websites and the compilation and distribution of email newsletters
- providing support for Events staff as required on site at specific opening and gala events

Selection criteria

- Confident and effective communication and interpersonal skills
- Good attention to detail
- Excellent written communication skills
- Evidence of good time management and organisational skills
- Capacity to use initiative and solve problems

**Application procedures**

1. Complete Internship application
2. Attach a statement addressing the selection criteria (you may include up to 3 samples of your work that support your statement)
3. Attach a current resume
4. Send your complete application to:

   Jill Standfield  
   Operations Manager  
   QUT Precincts  
   Building Z3  
   Creative Industries Precinct  
   Musk Avenue  
   Kelvin Grove Q 4059