

Summer Student Internship/Coop

Department: Strategic Communication
Type of Position: Summer Student Contract (**Internship/Coop**)
Location: 5160 Yonge Street, North York

About Tarion

Since 1976, Tarion has provided new home warranty protection to more than 2 million Ontario homes. We serve new home buyers and new homeowners by ensuring that one of their life's biggest investments is protected. Almost every new home in the province is covered by a new home warranty. This warranty protection is provided by Ontario's builders and lasts up to seven years. It is backstopped by Tarion. More than 375,000 homes are currently enrolled in the warranty program. Every year about 55,000 new homes are enrolled.

With more than 265 employees, Tarion works hard every day to serve the public interest by, first and foremost, protecting consumers and their new home purchases. We investigate homeowner warranty claims; resolve warranty disputes between homeowners and builders; and provide deposit and delayed closing protection for new home buyers. We also manage the Guarantee Fund, an important financial reserve designed to help shield Ontario consumers from possible catastrophic building events. All of this enhances fairness and confidence in Ontario's new home building industry.

About Team

We are a small, agile team responsible for both external and internal communications projects including advertising campaigns, branding, marketing communications, and creative projects. We are currently working on a number of exciting and substantial projects including the complete rebranding/visual identity of the organization, consumer education advertising campaigns, and the development and implementation of digital properties & media such as videos & podcasts. We also collaborate with and manage external vendors and agencies for large projects.

As the design intern, you will play a vital role in enhancing Tarion's presence, brand and relationships through digital communications and creative projects.

Responsibilities

- Create & design digital materials for web & social media
- Apply new brand guidelines to complete projects and implement new visual identity to a variety of materials (print, digital, video, events)
- Collaborate & support development of overarching content calendar
- Create design concepts for social media content (i.e., brainstorming, photography sourcing, graphic design)
- Collaborate with Strategic Communications team and internal stakeholders/departments to develop creative, design and communications projects.
- Conduct and present research on key topics & subjects to assist in content strategy.



- Support the Strategic Communications team with administrative tasks and event logistics.

Qualifications

- Enrolled and/or completed a post-secondary degree in communications, graphic design, marketing or similar discipline.
- Demonstrated experience in graphic design for social media, digital/web, or other channels.
- Experience with Adobe Suite (Photoshop, Illustrator, InDesign, Premiere)
- Fluent in Microsoft Office Suite (Word, Excel, Power Point etc.)
- Excellent verbal and written communications skills
- Strong interpersonal, time management and organizational skills
- Experience in writing for social media and/or web considered an asset

Why Choose Tarion?

We believe that Tarion's employees are its most valuable asset. We strive to provide a welcoming work environment.

We offer employees a competitive compensation program, opportunities for learning and development, an employee discount program, access to wellness programs, and a variety of Employee Assistance Program tools and online resources to support well-being.

At Tarion, we believe that a strong commitment to diversity and inclusion allows employees to perform at their very best and underpins a culture in which everyone feels they have an equal opportunity to belong and build a career. Tarion is committed to developing and maintaining work environments and practices that ensure equality of opportunity in recruitment, selection and promotion, and to removing systemic barriers so that employees have every opportunity to feel included in the workplace.

If you are a person with a disability and have questions or would like help with your application, please email careers@tarion.com or contact a member of the Human Resources Department.

Application Submissions & Deadline:

Please submit a covering letter and resume with vacancy code **DCISummer23** to careers@tarion.com by March 3, 2023.