



Council for Educational Travel USA

Trainee/Internship Program Offer

(20019) Creative Design & Media Monitoring Program – New York, NY



Program Duration: 12–18 months

Compensation: \$17.00 per hour

Housing: not provided

Number of Position Offered: 1

Host Company Description:

The host company is a full-service luxury lifestyle public relations (PR) and communications boutique agency headquartered in Manhattan. They provide tailored PR to a wide range of clients across industries such as hospitality, fashion, real estate, travel, entertainment, beauty, and philanthropy. Participants can enjoy the close proximity to world-renowned museums, Central Park, and take in breathtaking views of the city at the top of the Empire State Building!

Host Company Description:

- Support media monitoring by tracking client coverage across online and digital media platforms
- Search for and identify client mentions on news sites, blogs, and other media outlets
- Record and organize media mentions in a structured and consistent format
- Support design tasks and assist with social media activities
- Provide general assistance to creative and communications teams on assigned projects

Applicant Qualifications:

- To apply for the **Internship** program, applicants must be full-time university students with academic focus in **creative design/digital marketing** studies OR have graduated less than 12 months from the internship begin date.
- To apply for the **Trainee** program, applicants must have either a degree or professional certificate from a foreign post-secondary academic institution and at least 1 year of prior related work experience in the **creative design/digital marketing** field acquired outside the United States OR 5+ years of experience in this field.
- Working knowledge of Adobe InDesign, Photoshop, and Illustrator
- Strong written and verbal English communication skills, highly organized and detail-oriented

How to Apply:

1. Submit a professional resume with a portfolio link
2. Indicate availability dates (start and end dates)
3. Indicate this offer number and title