

## Internship with an exciting and dynamic marketing agency

Are you considering pursuing a career in marketing or academic publishing? TBI Communications, a marketing and business development agency specialising in scholarly and professional communications, are seeking an intern for a 2-week period.

### Dates

We are seeking interns for a two-week period of either:

- Monday 8<sup>th</sup> August to Friday 26<sup>th</sup> August
- Monday 29<sup>th</sup> August to Friday 9<sup>th</sup> September

### Location

Oxford

### What you'll be doing

Working in a busy marketing communications agency will allow you to experience a wide variety of marketing activities, including:

- Market research
- Updating the company social media accounts and website
- Contact research
- Maintaining and managing company databases, such as Salesforce
- Writing copy for marketing materials
- Assisting with organising logistics for conferences and events
- Providing general marketing support across the TBI team

You'll gain insight into the publishing industry, and we'll also provide a reference for you to send to future employers.

### About you

No previous experience in publishing or marketing is required, but you must:

- Be a university student or recent graduate
- Be enthusiastic and have a genuine desire to learn
- Have an interest in marketing and the scholarly communications industry
- Have a keen eye for detail
- Have strong verbal and written communications skills
- Have excellent organisation skills
- Be social media savvy
- Have strong IT skills (including Microsoft Word and Excel)

Please note that TBI Communications is not able to provide payment or reimbursement of travel expenses.

**Interested?** Email your CV and a cover letter to Rebecca Hare at [Rebecca.hare@tbicommunications.com](mailto:Rebecca.hare@tbicommunications.com) by Friday 15th July.

## About TBI Communications

TBI Communications is a marketing and business development agency, specialising in academic publishing and scholarly communications. We work with some of the world's leading academic publishers and professional associations, to launch new products and services, reach new markets, evolve brands and business strategies, and develop marketing programs and campaigns.

Website: <http://tbicommunications.com/>

Twitter: <https://twitter.com/tbicomms>