



Communications & Outreach Intern, Brique par Brique

Fall & Winter 2024-5 Internship

This position is open to Concordia students in a degree program relevant to the internship's focus. If you would like to be informed of future internship opportunities, please sign up for [our internship mailing list](#) (1-3 minimal emails a semester).

Description of Organization

Brique par brique is a nonprofit organization founded in 2016 by community organizers and professionals of colour in order to respond innovatively and from a social justice perspective to the need for affordable housing in the gentrifying and multicultural Parc-Extension neighborhood.

In addition to the development of affordable housing, our cultural centre is a place where we cultivate solidarity and leverage community assets with the goal of improving the living conditions of diverse low-income residents, notably newcomers, asylum seekers and other immigrants facing discrimination. Through our community activities and cultural programs, we facilitate a welcoming and accessible space for expression, with the aim of building bridges between people and organizations, and nurturing the talents and aspirations of people in and beyond Parc-Extension.

Responsibilities and deliverables

- Ensure timely and clear communications in both English and French about our upcoming community programs and events on both internal and external channels
- Collect, develop, and communicate stories across BxB channels about the experience of program participants, collaborators, and partners at our cultural center
- Capturing and assembling documentation and crafting it into inspiring digital content accessible to a wide audience
- Maintaining regular external communications and engagement on social media channels (Facebook, Instagram, etc.)
- Work with organizers to contribute to outreach efforts and in close collaboration with all team members to optimize the organization's communications strategy, community engagement, and growth.

This internship is sponsored by the SHIFT Centre for Social Transformation. [Learn more](#)



- Occasionally support different community members with the usage of the community space/cultural center and collect feedback.
- Attend SHIFT's internship events and workshops as part of your internship hours.

Assets and Requirements

- Student must be registered as a Concordia student
- Must be available to attend:
 - SHIFT's Internship Kick-Off Event (4:30-7 PM, 5th September 2024)
 - 2 virtual or hybrid workshops for professional development (dates TBD)
 - SHIFT's Internship Closing Event (4:30-7 PM, 11th April 2025)
- Excellent spoken and written communication skills in English and French
- Speaking Hindi, Urdu and/or Punjabi would be an advantage
- Ability to work independently with great interpersonal, time management, and collaborative work skills
- Proficient computer skills, as well as comfort with working with Mailchimp and designing templates in Canva
- Experience and/or strong interest in working in a community organization, as well as in a dynamic and fast-paced environment
- Experience working with or as a newcomer(s) or immigrant(s) would be a plus
- Resourceful, adaptable, and apt at turning challenges into opportunities.

Duration

24 weeks total; 12 weeks in the fall 2024 semester and 12 in the winter 2025 semester

**Precise dates to be decided between the student and host organization. Possibility to renew over Summer 2025.*

Site of employment: Hybrid

Address (if applicable): 633 ave. Beaumont, Montréal, QC H3N 1V7

**All SHIFT interns are also welcome to come [co-work at SHIFT's space](#) (LB-145) throughout the work week.*

Hours: 240 hours total (roughly 10 hours a week)

Remuneration: \$5,000

Please note that SHIFT payments are made as honorariums, sent in 3 installments.

This internship is sponsored by the SHIFT Centre for Social Transformation. [Learn more](#)



Deadline to apply: 12th August, 2024

To apply, please send an email to Amanda Vincelli (info@briqueparbrique.com) with:

- Email subject: "Communications & Outreach Intern application"
- A simple introduction email
- CV/Resume
- A sample of their communications-related work

This internship is sponsored by the SHIFT Centre for Social Transformation. [Learn more](#)