Bloom Consulting

Internship position – Media and Communications Manager

Madrid, 2014
Internship description

We are currently seeking to recruit an intern to join Bloom Consulting in Madrid, Spain, as a **Media and Communications Manager**. Intern for this position should be a bachelor or master student (or graduated) with a PR, Journalism, Media or Communications degree background.

**If you are hardworking, committed and highly motivated person, responsible and able to take initiative contact us!**

**Job description**
The main role for the Media Manager position is to help and support the project manager in internal and external projects. The tasks may require:

- Monitoring and updating social media communication networks, project management, process implementation and follow up; involvement in media and social media strategy development.
- Evaluating the effectiveness of media and social media campaigns, including the preparation of weekly status reports and monthly project reviews; preparing, maintaining and administrating social media documents.
- To establish and maintain productive relationships with relevant media in order to promote specific Bloom Consulting projects; this includes: media planning on proactive and reactive stories, and research on promoted topics.
- To produce internal and external documents and distribute press kits; to manage daily monitoring of press coverage.

<table>
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<th>Role</th>
<th>Deadline for application</th>
<th>Internship starting date</th>
<th>Placement period</th>
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<tbody>
<tr>
<td>Media Manager</td>
<td>May 2014</td>
<td>12th of June 2014</td>
<td>3-6 months</td>
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**Skills**
- Entrepreneurial mind-set to approach projects and tasks.
- Ability to use own initiative and proactive approach; accountability, creativity and enthusiasm.
- Fluent at speaking, reading and writing in English; wholesome creative writing skills.
- In depth knowledge and understanding of media communication and social media platforms; networking and relationship building skills.
- Organizational skills and with a proven ability to meet deadlines and give attention to detail.
- Ability to work as part of a team and also as an individual.
- A good working knowledge of Microsoft Word, Excel and PowerPoint packages.

**NOTE:**
Interns are required to have valid health insurance coverage for the entire duration of the internship.
- You should bring your own laptop with Microsoft office programs (Excel, Word, PowerPoint).
- Internship is not remunerated.

**What we offer?**
- Personal development - we provide a chance for our trainees to face a real challenge. Interns work on the front line of projects and are given a lot of responsibility, which greatly enriches their skills and CV’s.
- We give the opportunity to experience work in an international consulting company, in multicultural environment.
- An internship at Bloom Consulting is a chance to acquire not only valuable experience but also new skills, to test your knowledge, responsibility and ability to carry out a project.
- Network – during the internship you will meet many new people from all over the world and have an opportunity to enlarge your network.
- Recommendations – each intern gets an evaluation certificate describing the tasks, achievements, and final grade, which will help you in your job search. If the intern gets a high grade in the evaluation, he or she will receive a letter of recommendation signed by the CEO, which will be extremely valuable for job and university applications. In addition, Bloom Consulting is always happy to give references for interns which demonstrated great results. An exceptionally high percentage of the interns, who received a recommendation letter by the CEO, get a job thanks to experience and references obtained at Bloom Consulting.

**How to apply:**
Send an email to analysis@bloom-consulting.com with a CV and Cover Letter attached.

**About Bloom Consulting**
Bloom Consulting is an international consultancy company, with headquarter based in Madrid, Spain. Bloom Consulting expertise lies in country branding, the development of strategies for countries and private companies, as well as human resource management. We have been interviewed by the Economist and Forbes Magazine, and have been categorized as one of the key players in the world in this matter. We work hand in hand with many governments, as can be attested by our work with the Latvian, Polish, Portuguese, Spanish, Brazilian and Bulgarian governments. www.bloom-consulting.com