



XMC Internship Job Description

Job Title	Staffing Intern
Job Category	Experiential Marketing
Dates	Monday, May 5, 2025 – Friday, August 22, 2025/ 15 weeks
Location	Hybrid/ Mainly in office at 49 Bathurst St. Suite 101 Toronto, ON
Travel	No
Compensation	You are offered a pro-rated monthly rate of \$2,800 plus 4% (\$112) vacation pay on all insurable earnings for a monthly total of \$2,912 , subject to all regular deductions and paid at the end of each month.
Allowance	N/A but any out of pocket, pre-approved expenses will be reimbursed.
Schedule	To be determined with your manager for up to 5 days/week for 37.5 hours/week + 2.5 hours/week of unpaid lunch for a total of 40 hours/week.

Introduction

At XMC, it is more than just the place you work. It’s a place of opportunity to build and create alongside North America’s leading brands. We are owners, relationship builders, problem solvers, and strategic thinkers who thrive on delivering the best results to our clients.

Have we mentioned we’ve got some great friends? During your internship, you will be working with unique brands, sports teams, and properties including:

- MLSE
- NBA Canada
- Live Nation
- Calgary Flames
- NHL
- Tennis Canada
- Sobeys
- Edmonton Oilers
- Toronto Blue Jays
- PWHPA
- Safeway
- Winnipeg Jets

About XMC

Founded in 2006, the XMC Group of Companies and its dynamic team of industry professionals provide strategic counsel, negotiation, execution, data analytics and measurement of sponsorship and Experiential Marketing™ programs and services. By leveraging a shared passion for sport, music, culture, and cause, XMC connects with consumers, creates engagement, and inspires target action. With over \$2.1B in deals negotiated, activated and/or valued, XMC delivers client success by taking ownership, inspiring confidence, and exceeding expectations.

Your Role

As a Staffing Intern focused on our Staffing and Experiential Marketing departments, you will assist with the staffing and human resources for all XMC’s activations. This is a great opportunity to learn about the components required to recruit, hire, train, manage and develop a national team of Brand Ambassadors, Promotional Models, Team Leads and Regional Managers.

This internship will also give the qualified candidate exposure to asset evaluation, the creation and dissemination of marketing materials, the role of sponsorship and field marketing in a company’s overall marketing mix, relationship to selling and general business development.

As an XMC team member, the Staffing Intern will be given an introduction into the world of sponsorship marketing, field marketing, event execution and training from some of the top strategic marketing minds in the business.





You

- Own deliverables, inspire confidence and exceed expectations
- Are reliable, innovative and self-motivated
- Hard working and dedicated
- Flexible enough to understand that there is no such thing as a “standard” day on the job.
- Can work effectively under pressure
- Commitment to integrity
- Strong phone, verbal, and written communication skills
- Superior work ethic and attention to detail
- Ability to work effectively as a team or independently
- Leadership qualities
- Creativity and positive attitude
- Excellent time management and organizational skills

Duties

- Conduct interviews, orientations, coaching calls, and trainings
- Attend College/University Career Fairs
- Assist with project management
- Execute internal and external communications
- Obtain client staffing requests and fill them efficiently
- Uphold accurate system for tracking staff over a variety of shifts
- Coordinate staff to meet the organization’s requirements
- Monitor attendance of employees
- Maintain schedules for rotating staff
- Secure coverage for vacancy shifts
- Potential support on-site at XMC activations

Life at XMC

Are you ready to work with your favourite brands and launch your career in marketing and events? If so, then it's time to join us and tap into your passion for building amazing brands.

Skill sets utilized and further developed during the Internship are:

- presentation skills
- team building & leadership
- analytics and turning insights into action
- connect with industry leaders & develop useful skill sets for years to come

This position is a 4-month full-time internship opportunity, offering a position to learn and grow within the industry and agency environment. At XMC it’s never just an ordinary day.

Application Instructions

If this opportunity interests you, please submit your resume and cover letter to **Nichole Barrett** Nichole.barrett@xmc.ca



49 Bathurst St. Toronto ON M5V 2P2

www.xmc.ca



Our Commitment

XMC is an equal opportunity employer that is committed to an inclusive, accessible environment, where all employees feel supported and valued. If you require accommodation for the recruitment/interview process, please let us know, and we will work with you to meet your needs. In accordance with the Accessibility for Ontarians with Disabilities Act, XMC will provide reasonable accommodation to employees and prospective employees upon request. If you require a specific accommodation because of a disability or a medical need, please advise us in your application.

All work-related travel and pre-approved expenses will be compensated by XMC. Successful interns will also receive access to a MacBook Air during their internship and 4% vacation pay.



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