

Narrative Strategy Trainee

Job ID
REQ-10062051

10月 07, 2025

Latvia

摘要

Are you a motivated current student or recent graduate with a passion for brand storytelling, audience engagement, and creative strategy? Join our team as a Narrative Strategy Trainee, where you'll gain hands-on experience in shaping and executing impactful internal content strategies that celebrate organizational culture, foster connection, and inspire engagement in a collaborative and dynamic environment.

About the Role

What You'll Do:

· Craft emails, announcements, and newsletters that reflect company culture and values, using storytelling, visuals, and interactive formats to spark curiosity and connection.

- · Keep internal platforms (e.g., SharePoint, intranet) up to date, ensuring content is relevant, accessible, and easy to navigate.
- · Contribute ideas and assist with campaign rollout by shaping content that resonates across teams
- Track engagement and gather feedback to assess the effectiveness of communications and identify areas for improvement.
- Ensure that materials comply with company guidelines, industry standards, and regulatory requirements by reviewing templates and messaging formats.
- · Collaborate with colleagues across functions to ensure consistency in tone, branding, and style.
- Assist in managing content for social media platforms and contribute ideas to highlight company achievements, culture and people externally.
- · Support operational workflows by initiating and tracking task approvals, use company platforms and tools to manage and monitor task status and flag issues.
- · Track project timelines and enforce deadlines for newsletters, announcements, and campaigns, ensuring timely delivery and accuracy
- · Stay curious, explore trends in employee engagement and propose ideas to help us continuously improve how we connect with our people.

Who We're Looking For:

- · A current university student or recent graduate
- Strong communication skills verbal and written (English fluency is mandatory)
- · Interest in brand storytelling, audience engagement, and organizational identity development
- · Proactive and creative, with a curious mindset and a passion for idea generation and trying new things.
- · Detail-oriented and adaptable, with an eye for consistency in tone, branding, and visual identity.
- Genuine enthusiasm for fostering connection and inspiring engagement among internal and external audiences.

Location: SIA Novartis Baltics / Skanstes iela 25, Riga

Duration: 12 months

Compensation: Paid Internship 1000.00 EUR GROSS (for full-time)

Why Novartis: Helping people with disease and their families takes more than innovative science. It takes a community of smart, passionate people like you. Collaborating, supporting and inspiring each other. Combining to achieve breakthroughs that change patients' lives. Ready to create a brighter future together? https://www.novartis.com/about/strategy/people-and-culture

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: https://talentnetwork.novartis.com/network

Benefits and Rewards: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: https://www.novartis.com/careers/benefits-rewards

部门 International

Business Unit Innovative Medicines

地点 Latvia

站点 Latvia

Company / Legal Entity LV01 (FCRS = LV001) SIA Baltics, Latvia

Functional Area Others

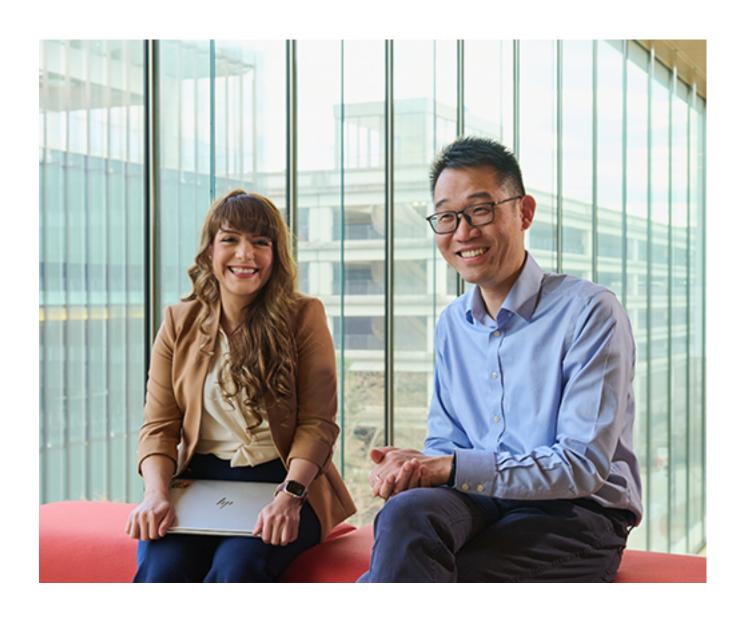
Job Type Part time

Employment Type

Early Career (Fixed Term)

Shift Work No

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