

Job Description: Intern, Investor Relations & Strategic Communications**Company: Oakstrom Advisors****Location: Toronto, ON****Term: Winter 2026 (February-April) with potential for extension into the Summer****Position Type: Internship, Part-time or Full-time (Hybrid: In office 2 to 5 days per week)**

About Oakstrom Advisors

Oakstrom Advisors is a leading Toronto-based consultancy providing bespoke investor relations and strategic communications services to private and public clients. Since 2014, we have helped companies navigate the nuances and complexities of the capital markets. Working directly with the C-suite and Board of Directors, our team delivers world-class solutions for challenges ranging from IPO preparation and ongoing investor relations programs to special situations like M&A and shareholder activism. As our firm continues its growth and expands its global reach, we are looking for the next generation of talent to join our entrepreneurial and expert team.

The Opportunity

We are seeking a motivated and dynamic Intern to join our team in Toronto in January. This is a unique opportunity for a student with a passion for communications, business, and the capital markets to gain direct, hands-on experience in a fast-paced advisory environment. The ideal candidate is an exceptional writer and critical thinker who can conduct insightful research, understand the corporate social media landscape, and contribute to the strategic recommendations we provide to our high-profile clients.

You will be a contributing member of our team, supporting senior advisors and practitioners on active client files and internal strategic projects.

Key Responsibilities

- **Content Creation:** Draft, edit, and proofread a variety of communications materials, including press releases, website content, social media content (primarily for LinkedIn), and client presentations.
- **Research & Analysis:** Conduct in-depth research on client industries, competitor analysis, capital markets trends, and media landscapes using tools such as Irwin/Factset. Synthesize findings into concise briefing notes and reports.

- **Strategic Support:** Assist in the development of strategic communications and investor relations plans. Monitor client and peer news flow to identify risks and opportunities.
- **Social Media Management:** Support the management of corporate social media channels, assist in developing content calendars, and track performance analytics to inform strategy.
- **Presentation & Reporting:** Help prepare materials for client meetings and new business pitches. Present research findings and recommendations to the internal team with clear, supporting arguments.

Qualifications & Skills

- Currently enrolled in a post-secondary program, preferably in Communications, Public Relations, Journalism, or Business.
- A strong demonstrated interest in Business, Finance, or Economics and ability to read basic financial statements is an asset.
- Exceptional writing, editing, and proofreading skills with a keen eye for detail.
- Strong research, analytical, and critical thinking capabilities with the ability to distill complex information into clear, actionable insights.
- Proficiency with major social media platforms (especially LinkedIn) and an understanding of their role in corporate and financial communications.
- Excellent communication and presentation skills, with the confidence to articulate recommendations and supporting arguments in a coherent manner.
- A self-starter with a strong work ethic, intellectual curiosity, and able to manage multiple tasks and deadlines. Capable of working independently with minimal supervision.
- Proficiency in the Microsoft Office Suite (PowerPoint, Excel, Word) is essential.

What We Offer

- Direct mentorship from experienced professionals in investor relations and strategic communications.
- Hands-on experience working on challenging projects for a diverse roster of public and pre-IPO companies.
- Invaluable exposure to the highest levels of corporate decision-making, including IPOs, M&A transactions, and other special situations.
- A collaborative, entrepreneurial, and results-oriented work environment.



- A competitive hourly wage for the duration of the internship.

How to Apply

Interested candidates are invited to submit their resume and a cover letter explaining why they are the ideal fit for this role at Oakstrom Advisors.

To showcase your writing and analytical skills, please also include a one-page writing sample with your application. This can be an academic paper, a blog post, a mock press release, or an analysis of a recent business news event.

Please send your application to info@oakstrom.com with the subject line "Application: Intern, Investor Relations & Strategic Communications".

Application Deadline: January 26, 2026

Oakstrom Advisors is an equal opportunity employer. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

