Thank you for applying to be a Diffusion Rookie, the equivalent of an entry-level spot on our team as a Campaign Coordinator. Please complete this application by typing your responses below. **Please email your completed form to** **rookie@diffusionpr.com****.** **Applications will be reviewed on an ongoing basis.**

Shortlisted candidates will be notified on a rolling basis if they’ve been selected to participate in the second stage of the interview process, virtual assessments.

If chosen to move forward from the virtual assessment round, you will go on to attend an in-person interview in New York or Los Angeles. You must be available for this interview to proceed in the process.

If you are among the lucky few, you will be offered a role as a full-time Campaign Coordinator in our New York or Los Angeles office and have the opportunity to work across our amazing portfolio of tech, travel and lifestyle clients.

Please complete all sections of this application form. Incomplete forms may be disregarded. Please contain your answers to the spaces and word limits indicated. We look forward to receiving and reading your application!

Please note: *Employees must be fully vaccinated against COVID-19 and, if hired, present proof of vaccination prior to start date, unless eligible for a medical or religious accommodation or other accommodation required under applicable law.*

**(Unfortunately, due to the volume of applications, we will not be able to get back to you individually if you have not been successful)**

**CONTACT DETAILS**

First Name:

Last Name:

Email Address:

Mobile Number:

Mailing Address:

**Location (please check the option that applies):**

* I would love to be considered for a Rookie position at Diffusion NYC
* I would love to be considered for a Rookie position at Diffusion LA
* I would love to be considered for a position at either Diffusion NYC or Diffusion LA

**Do you now or in the future require visa sponsorship to continue working in the United States?**

* Yes
* No

Please note: The Diffusion offices have a hybrid schedule. Employees work from home on Mondays, Wednesdays and Fridays and in the office on Tuesday and Thursday. The Diffusion Rookie Program follows this schedule to give our new employees the chance to work with, collaborate with and learn from our other employees. And also so that we can catch up on all the news that’s fit to print, whether it be the latest celebrity gossip or crazy campaign idea… that just might work.

# **EDUCATIONAL BACKGROUND**

# **Graduate Degree**

# If you have completed a graduate degree or are in the process of completing a graduate degree, please answer the following:

# University Attended:

# Graduation Date:

# Description of Program:

# GPA:

# Scholarships or Awards:

**Bachelor’s Degree**You need to have completed a bachelor’s degree at a 4-year university to be considered for this position. Please answer the following:

# University Attended:

# Graduation Date:

# Degree Received:

# Description of Program:

# GPA:

* Scholarships or Awards:

**EXPERIENCE**

We know you are just getting into the PR game, so please provide details of any relevant internships, placements and work experience you bring to the table.

**ABOUT YOU**

What is a unique factor you think you could bring to the Diffusion team? (250 words max)

At Diffusion, we play as hard as we work – it’s not unlikely you’ll hear us singing along to our favorite tunes on a Friday afternoon. So we have to know, if you could sing karaoke with one person, who would that be and what would you sing? (100 words max)

We’re a global agency, with clients all around the world. Do you speak any foreign languages to business conversation standard?

**ESSAY QUESTIONS**

**(3 TOTAL)**

Strong writing skills are at the core of a good PR person. To get a sense of how you think and how well you can write, please answer the following questions.

1. In recent months, X has started to charge users not only to post, but also to use the platform’s full capabilities/tools. Similarly, many news publications are beginning to increase their paywall use and subscription rates. Do these platforms have a right to charge readers/users? Or is it their responsibility to provide and deliver the news in a free or affordable way? Please discuss.
2. Earlier this year, cosmetics brand Tarte took a group of influencers on an extravagant trip to Dubai. The trip, however, received major backlash across social media and the news for its lack of diversity amongst guests and transparency on how guests were chosen. What steps should Tarte take to repair its image with key consumers? (400 words max)
3. Every year our clients attend the Consumer Electronics Show (CES), one of the biggest consumer technology events in the world. Please describe three creative stunt or story ideas your client, a consumer tech brand who specializes in action cameras (the rest of the details are your own to make up!), could do to gain media attention ahead of, and during, the show next year. Only one of your ideas may be social media driven (No minimum/maximum word count).

**REFERENCES**

# Please provide the names and contact information of two people willing to act as a reference on your behalf.

1)

# First and Last Name:

# Telephone Number:

# Email Address:

2)

# First and Last Name:

# Telephone Number:

# Email Address:

**DECLARATION**

# I declare that the information provided on this form is correct to the best of my knowledge.

# Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As you will be submitting this form electronically, this will be taken as acceptance of this declaration in the absence of your signature.

**LAST STEP**

# To complete your application, please follow Diffusion’s official Twitter feed here:

# <https://twitter.com/Diffusion>

# Finally, please tell us where you first heard about the Diffusion Rookie Program:

LinkedIn

Handshake

Twitter

Google

Blog

# University career service or advisor

# Friend/relative

Other, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_