

## Job Posting: 178018 - Position: S26 Content Design Intern 178018

Co-op Work Term Posted:	2026 - Summer
App Deadline	02/18/2026 09:00 AM
Application Method:	Through Employer Website
Posting Goes Live:	02/04/2026 10:28 AM
Job Posting Status:	Approved

### ORGANIZATION INFORMATION

Organization	Dropbox
Address Line 1	185 Berry St. Suite 400
City	San Francisco
Postal Code / Zip Code	94107
Province / State	CA

### JOB POSTING INFORMATION

Placement Term	2026 - Summer
<b>&lt;b&gt; Job Title &lt;b&gt;</b>	S26 Content Design Intern 178018
Position Type	Co-op Position
Job Location	Multiple Locations
Country	Canada
Duration	4 months
Salary Currency	CAD
Salary	Salary Not Available, 40 Major List
Salary Range \$	\$4,000-\$4,500 CAD

#### Job Description

**Job Title:** Content Design Intern (Summer 2026)

#### Role Description

The Content Design team helps make Dropbox feel effortless. We're dedicated to scaling quality content so customers always have the right information to achieve their goals.

At Dropbox, content designers are relied on not only for simple, helpful, and human language, but also partnership in the design process. We always bring a user-focused point of view and give input on design that goes far beyond language.

Our team is made up of creatives with backgrounds in product design, help center writing, teaching, and more. We love learning from one another and meet weekly for Content Design syncs and workshops to share work and give feedback. We're a kind, funny team that believes in encouraging and supporting each other.

We're looking for an intern eager to learn how to craft in-product content through hands-on experience. As part of the Content Design team (within our broader Design organization), you'll work on user experiences that help millions of people do amazing work every day.

In this role, you'll meet regularly with a mentor and other content designers, and partner directly with a product team. You'll also join Design team meetings and critiques, working closely with product designers, product managers, engineers, researchers, and more.

Along the way, you'll gain experience in writing, designing, researching, and iterating on user experiences to make Dropbox feel seamless and easy to use.

In our Virtual First work culture, you'll connect with with Dropboxers virtually and in-person to build the foundation of a strong professional network. As a Summer intern, you will also have the opportunity to attend our Emerging Talent Summit, where

participants from our intern and early-career programs come together in person to build lasting relationships, explore learning and development opportunities, and prepare for their career journey ahead.

For Summer 2026, we offer two start dates culminating in a 12-week internship:

- May 26 - August 14, 2026
- June 30 - Sep 18, 2026

#### **Responsibilities**

- Craft high-quality content that appears inside our product, including error and success messages, education, upsells, and more
- Translate complex concepts into friendly, easy-to-understand experiences
- Align your work to business goals, user needs, and our style guides, with guidance from your mentor and partners
- Develop and explain a rationale for your content recommendations
- Present your work to others for feedback, including content designers and cross-functional partners
- Give thoughtful feedback on projects presented in workshops and critiques
- Draft and iterate on content based on feedback from partners and research participants

#### **Compensation**

Canada Pay Range

\$4,000-\$4,500 CAD

The rate listed above is the expected monthly rate for this role, subject to change.

Dropbox is a Virtual First company and is open to hiring candidates in all authorized locations.

[Read more about our benefits here.](#)

#### **Company Description**

Dropbox isn't just a workplace-it's a living lab for more enlightened ways of working. We're a global community of bold visionaries and resourceful doers who are shaping the future of Dropbox-and with it the future of work. Our Virtual First model combines the autonomy of a distributed workplace with the power of human connection, making space for both meaningful work and meaningful relationships. With our start-up mindset and enterprise-level opportunities, you can be who you are and grow into who you're meant to be. Here, you can own your impact to make work more intuitive, joyful, and human-for you as a Dropboxer and for hundreds of millions of people worldwide. If you're ready to push boundaries-and yourself- Dropbox is ready for you.

#### **Team Description**

Our Emerging Talent program helps participants grow through mentorship, curated development opportunities, and being a part of a vibrant community. We offer a 12-week summer program where interns can build their technical and non-technical skills, hone their career goals, and connect with peers and leaders at our annual Summit.

Dropbox supports responsible use of AI for preparation, but misrepresentation of skills or experience is not permitted. See our AI Principles.

Dropbox is an equal opportunity employer. We are a welcoming place for everyone, and we do our best to make sure all people feel supported and connected at work.

#### **Job Requirements**

##### **Requirements**

- Currently pursuing an undergraduate or graduate degree (graduating by **Spring 2028**) in Content Strategy, Content Design, Information Science, Journalism, English, Communications, Human-Computer Interaction or other relevant field degrees and experience with User Experience, Product, or Design
- Curiosity about pursuing a career in Content Design
- Strong writing and editing skills, with the ability to write clearly, concisely, and with a user-first mindset
- Keen attention to detail, including grammar, tone, structure, and consistency
- Clear presentation and communication styles
- Demonstrated skills for collaborating closely with others
- **Submission of two writing samples with your application:**
  - One of your samples should be a personal statement (Bonus if the second sample demonstrates an understanding of writing for software)
  - Each sample should be under 500 words

**Preferred Qualifications**

- Coursework (university-affiliated or otherwise) in User Experience or Content Strategy
- Familiarity with design tools like Figma
- Experience using AI tools to support or enhance your workflow
- Basic understanding of common software patterns

**Citizenship Requirement** N/A

**APPLICATION INFORMATION**

**Application Procedure** Through Employer Website

**Cover Letter Required?** Optional

**Address Cover Letter to** Hiring Manager

**Special Application Instructions****Application Link:**

<https://www.dropbox.jobs/en/jobs/7558613/content-design-intern-summer-2026/>

**Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's website.** Applications are accepted on a rolling basis and the posting may be expired at any time by the employer as submissions are received. Students should submit their applications as soon as they are ready.