

SAMPLE COMMUNICATIONS/EDITORIAL INTERNSHIP DESCRIPTION

MULTI-MEDIA NEWS ORGANIZATION EDITORIAL INTERNSHIPS

Internship Description: We are a local multi-media news organization serving communities throughout Southeastern Louisiana. From more than 160 hyper-local websites, to magazines and specialty products, to 100 plus weekly and daily newspapers, we offer advertising solutions to both large and small organizations.

Internship opportunities exist at our locations throughout Southeastern Louisiana in all areas of our organization. The internships offered provide an opportunity to experience a reporter's role and be part of a news team working both in print and online. An intern is assigned to an editor and during the course of the internship works closely with that editor to gather news, conduct interviews, write articles, and take photographs and video. Interns can expect to have their work published in print and online on a regular basis. An intern's hours are mutually agreed upon by the intern and his or her supervising editor, and should be between 15 and 20 hours per week for a period of four to twelve plus weeks.

Internships are unpaid. There is a weekly minimum hours requirement of 8 hours for college students, but flexible schedules are available. Internships must be a requirement of the school for academic credit.

Before you begin your internship, confirmation from the school will be required regarding:

- how many credit hours you will receive for the internship
- how many hours you are required to work per week
- and if your supervisor is required to fill out an evaluation(s).

You will need to provide a resume and cover letter which outlines your goals for an internship.

Qualifications:

- Journalism, English, Communication or Media Major in a Bachelor's Degree Program
- Reliable Transportation

Hours Per Week: 8+, Flexible

Wage/Salary: Unpaid

An Equal Opportunity Employer