



INTERN ANNOUNCEMENT

Communications and Journalism Internship Description

The Bay Area office of the Local Initiatives Support Corporation (LISC) seeks a graduate-level journalism and communications intern to help us publicize our work and cover neighborhood news in the communities we serve.

Start Date

Summer or Fall 2009

Structure

20-30 hours/week, M-F; Schedule is flexible between 9:00 a.m. to 5:00 p.m.,
One semester, quarter, or summer season is preferred.

Position Description

Are you a journalism or communications graduate student interested in using your skills to support the creation of vibrant, healthy communities? Bay Area LISC is recruiting interns to write news stories and/or create video content for our www.bayareanext.org website and generate Web-based content. This paid position is a great opportunity to produce external communications and work on the ground on community development issues.

The www.bayareanext.org website features several of the neighborhoods LISC targets. The purpose of this site is to uncover stories not always reported upon by the mainstream media as well as provide a portal for neighborhood news and events to better inform local residents.

Job Responsibilities:

- Gather story ideas and write news stories for the www.bayareanext.org website.
- Work with staff to generate copy for our new website currently under development, including program descriptions, neighborhood tours, and news updates.
- Work with staff to produce external communications, including Bay Area LISC's e-newsletter.
- Fact check, proofread, format, and edit as necessary.
- Research prospective donors.
- Create videos and other multimedia communications to supplement news stories.
- Performs related duties as required.

Qualifications:

- Bachelor's degree and/or Master's degree candidate, preferably in Journalism or Communications.
- Previous internship or news writing experience preferred.

- Excellent writing, editing, and organizational skills.
- Attention to detail.
- Self-starter who can take direction and contribute ideas.
- The ability to work independently on projects while meeting deadlines.
- Photography and video skills a plus.
- Community development knowledge/experience a plus.
- Knowledge of standard workplace technology.

Application instructions:

Please send your resume, cover letter and two writing samples to: ajennett@lisc.org.