



PAID COMMUNICATIONS INTERNSHIP

The Cancer Support Community (CSC) is an international nonprofit organization dedicated to making a difference in the lives of all people touched by cancer. We are seeking a passionate, hard-working student to join our Washington D.C. office as the Communications Intern.

As an integral member of the Communications Team, the Communications Intern will gain valuable experience in public relations, marketing, social media, and writing for multimedia and will have the opportunity to interact with many departments within the organization to plan, manage, and execute nationwide programs and campaigns. The Communications Intern will take an active role in developing creative and educational social media strategies, media relations campaigns, content for blogs, radio shows, email marketing campaigns, and much more!

The ideal candidate for this position is a creative multi-tasker with strong writing and editing skills and an interest in communications, health care, and policy. Experience in public relations, graphic design, or social media preferred.

Job Responsibilities:

Support communications team by:

- Writing and editing radio show, website, blog, and newsletter content
- Designing social media graphics and drafting content
- Researching new content ideas, outreach campaigns, and more
- Contributing to media and blogger outreach strategies
- Creating press kits and other press materials for events
- Planning, writing, and designing email marketing campaigns
- Providing general administrative support

Hours: 20 hours per week (flexible hours between 9 a.m.- 5 p.m., M-F); Must be available in 4-8 hour blocks of time.

Salary: \$10/hour

Location: McPherson/Metro Center/White House:

Cancer Support Community

734 15th Street NW, Suite 300

Washington D.C. 20005 | (202) 659-9709

Contact: Please email an **original** cover letter and resume to Kelly Kamp, Communications Manager, at kkamp@cancersupportcommunity.org. In your cover letter please tell us why you are interested in this internship opportunity and include your qualifications, start/end dates and weekly availability.

Duration: 2017 Fall (Candidate may start as early as September 5, 2017)