

Internship 2011

Position Location: Manchester, NH (work remotely with regularly scheduled in-person co-working sessions with Executive Director, attendance at monthly board of director's meetings required, as well as periodic attendance at statewide events)

Organization's Website: <http://www.stayworkplay.org/>

This internship is ideal for students with an interest in non-profit work, and/or those studying marketing, public relations, or communications.

What you'll learn: Among many other things, Stay Work Play can help you learn about the value of NH, network with leaders throughout the state, and gain valuable professional experience in a variety of areas related to marketing, public relations, and business to make you more competitive after you graduate.

Responsibilities:

- Assistance with social media (Facebook, Twitter, LinkedIn)
- Creation, implementation, and assistance with updating a blog
- Writing of press releases and media advisories
- Participation in monthly Young Professional Advisory Group conference calls
- Updating of the web-based statewide Young Professional event calendar
- Contribution to brainstorming sessions on new partnerships and events for Stay Work Play with individuals, organizations and higher education institutions
- Assistance with event planning, as needed
- Help with capturing photographs, videos, and subsequently finding ways to creatively utilize these media elements
- Seeking out and interviewing monthly "the word in New Hampshire" participants for Stay Work Play's homepage (and updating the homepage utilizing Drupal)
- Attendance at business events, young professional network events, and college campus events alongside the Executive Director, and also attendance at monthly Board of Directors meeting

Qualifications:

- NH resident currently enrolled in a Bachelor degree program at a NH college or university
- Positive attitude
- Creative with strong interpersonal, analytic and communication skills
- Demonstrated ability to manage multiple projects and priorities; attention to detail
- Sound and accurate judgment, reliable, and organized
- Team player, but also self-motivated and able to work independently

Requirements:

- Part time, unpaid
- Fall semester, but year-long commitment preferred
- If interested, please send your resume and a brief cover letter outlining your interest and qualifications to Stay Work Play's Executive Director, Kate Luczko, kate@stayworkplay.org