



## Public Relations (Communications) Internship

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ArtsQuest invites students to experience the dynamic world of public relations while working in its fast-paced Communications Department. Public Relations interns explore PR and media relations while working on projects like news release writing, media pitching, social media engagement and more.

A dynamic nonprofit, ArtsQuest presents Musikfest, the nation's largest free music festival, as well as more than 3,000 other concerts, classes and programs annually. All marketing materials, electronic copy and publications are created in house, providing interns with an amazing opportunity to contribute to print, digital and online products seen by thousands. Students should be studying public relations, communications, journalism, marketing or a related field and must have strong writing capabilities. This is a great opportunity for individuals to learn about music, art and entertainment-based PR, as well as how to engage and reach members of the media. This internship is offered year-round; summer internships provide on-the-ground, behind-the-scenes experience at Musikfest.

Responsibilities may include:

- **Influencer Program:** working in conjunction within the Communications Coordinator to shape and develop the ArtsQuest Influencer Program
- Researching new social influencers for our events
- Communicating with influencers over email (sending pitches, interest surveys and campaign information; helping to organize influencer visits and/or fan meet-ups)
- Adding influencer contact and social information to our database
- Developing blog posts for our different websites (seven total)
- Interacting with members of the media leading up to and at events
- Coordinating appearances, photo shoots and other special events
- Copyediting and proofing content for printed materials and the website
- Data and/or list organization
- Research and fact checking for News Releases, print pieces, etc.
- An opportunity to create social images, video and photo to help with PR
- Interns are required to work at least **16** hours per week or as needed to fulfill credit requirements

Qualifications:

- Must be enrolled in a full time undergraduate or graduate degree program with the ability to earn credits for this internship
- Socially Savvy—familiar with Facebook, Instagram, Twitter, etc.
- Basic phone photography skills to capture events and video for our social (plus video/editing knowledge)
- Strong written and verbal communication skills are must
- Ability to set and adhere to strict deadlines and operate in a fast-paced environment
- An interest or passion for the arts

If you are interested in one or more of the internships listed above, please visit our website to submit your application. You can find more information about our internships at [www.artsquest.org/internships](http://www.artsquest.org/internships).