

## Internship Opportunity Marketing & Communications

**Position:** Marketing & Communications Intern  
**Location:** Salt Lake City

Girl Scouts of Utah is offering a fun and flexible, unpaid internship in the Marketing & Communications Department.

This internship opportunity is for any student or professional looking to obtain non-profit, communications, or public relations experience, including but not limited to media relations, news and feature story development, and the development of media/marketing campaigns.

### Accountabilities

- Draft basic public relations materials including news releases, media alerts, and fact sheets.
- Assist in the production of marketing materials to support Girl Scout of Utah's campaigns.
- Assist with writing and adapting web site content.
- Support the organization's efforts by performing research activities.
- Specific projects may include assisting with the development of media and advertising/marketing campaigns.
- Communicate Girl Scouts of Utah's mission, messages, and positions to volunteers, the community, and local media.

### Qualifications

- Demonstrated ability to undertake basic public relations writing assignments.
- Have an understanding of basic media relations skills, an ability to interact professionally with volunteers and clients, and exercise good judgment.
- Strong interpersonal communication, writing, editing, research, and organizational skills.
- Computer proficiency in Microsoft applications, email, internet, and databases.
- An interest in non-profit work and a belief in the mission of Girl Scouting.
- Effective time management of multiple tasks to meet deadlines, while being attentive to detail.
- Students in a program of Communications, Public Relations, Marketing, Advertising, or other related program preferred. Degree not required.

### Advantages

- Receive practical communications, public relations, and media experience.
- Develop a portfolio of writing samples and media placements in community newspapers.
- Flexible work schedule with negotiable hours.
- Earn college credit hours as needed.
- Collaborate with dedicated communications, marketing, and development professionals.
- Exceptional networking, resume-building, and work experience opportunity.

### Application Process

Send your resume with cover letter to:

Hazel Dunsmore  
Director of Human Resources  
Email: [hdunsmore@gsutah.org](mailto:hdunsmore@gsutah.org)

Or visit our web site:  
[www.gsutah.org](http://www.gsutah.org)  
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