



PAID COMMUNICATIONS INTERNSHIP WITH THE ASA: PUBLIC AFFAIRS AND PUBLIC INFORMATION DEPARTMENT

The American Sociological Association (ASA) seeks a summer intern to work on projects that help communicate sociology to the media. The intern will work with the Public Affairs and Public Information Department (PAPI) in a small team environment.

Intern Duties:

- Support the dissemination of sociological scholarship
 - Write press releases and media advisories
 - Respond to media inquiries
 - Identify important sociological findings that are appropriate for media coverage
 - Develop media contact lists
 - Perform administrative duties as assigned
- Help prepare for ASA Annual Meeting
- Assist in the production of *Footnotes*, ASA's member newsletter
 - Research and write "In the News" section
 - Write occasional news articles of interest to sociologists

Qualifications:

- Strong communication skills (writing and editing); familiarity with sociology and the social sciences; mastery of Microsoft Office (particularly Word and Excel); strong organizational and interpersonal skills; and the ability to take initiative, but also to work as a team member. Background in journalism or public relations a plus.

Compensation and Commitment:

- This position will be compensated at a rate of \$11 per hour, and at least 20 hours of work per week will be required. If you are interested in and able to receive course credit for the internship, ASA is happy to work with you and your college or university. There is a 10-week minimum commitment required.

Timeframe:

- The internship cannot begin later than the week of June 6.
- Application review will commence immediately and continue until the position is filled.

To Apply:

- Send a cover letter, resume, and writing sample to: pubinfo@asanet.org or mail to: PAPI Intern Search; American Sociological Association; 1430 K Street NW, Suite 600; Washington, DC 20005

Located in downtown DC near McPherson Square, ASA has a 28-person staff and a friendly work environment. Equal Opportunity Employer.