



## Job Posting: Seeking a Press Intern

The Office of Congresswoman Gwen Moore (WI-04) is seeking a press intern to assist with a fast-paced communications operation for Spring 2019 (starting January 2019). Qualified candidates will have strong writing, editing, event planning, social media, graphic design, and photography skills, and be able to work on tight deadlines. Selected candidates will also be expected to perform standard administrative duties.

Intern responsibilities include:

- \* Social media content development
- \* Event photography
- \* Compiling press clips
- \* Clipping videos
- \* Creating graphics
- \* Drafting press releases
- \* Answering phones

Interested applicants should email a cover letter, resume, short writing sample, and dates of availability to [GwenMoorePress.Moore@mail.house.gov](mailto:GwenMoorePress.Moore@mail.house.gov) with "Spring 2019 Press Internship" in the subject line. We also recommend, but do not require, applicants submit 1-3 sample graphics. Please note, this is an unpaid internship and we strongly encourage applicants to apply for academic credit.