

. V I S I T .

ALBUQUERQUE

CHANGE YOUR PERSPECTIVE

Title: Public Relations/Communications/Social Media Intern
Department: Marketing, Communications & Tourism
Reports To: Director of Marketing/Public Relations & Communications Manager
Schedule: 25-29 hours per week

Visit Albuquerque, a private, not-for-profit corporation, looks for motivated, creative, and self-starting students to intern. Public Relations / Communications / Marketing majors are encouraged to apply.

Build your portfolio and resume while promoting travel and tourism in Albuquerque. The Visit Albuquerque internship will give you the opportunity to gain a working knowledge of the tourism industry in Albuquerque, give you valuable job experience and offer you a chance to hone your writing skills and develop local media contacts. Credit hours earned are based on availability and academic institution guidelines.

Sample assignments include:

- Writing for public relations and communications
- Assistance with media relations
- Assistance with events
- Website editing
- Social media research and planning

Requirements, Skills & Abilities to build:

- Strong writing skills
- Ability to work independently
- Strong work ethic
- Capable verbal skills
- Excellent organizational skills
- Proficiency in Microsoft Word
- Ability to see projects / tasks through to completion

Send or email resume and cover letter to:

Human Resources
Visit Albuquerque
20 First Plaza NW, Suite 601
Albuquerque, NM 87102

E-mail: jobs@visitabq.org

Phone: 505.222.4344 (Barbara Marcus, HR Director)

Fax: 505-247-9191

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