

. V I S I T .
ALBUQUERQUE
CHANGE YOUR PERSPECTIVE

Title: Public Relations/Communications/Social Media Intern
Department: Marketing, Communications & Tourism
Reports To: Sr. Communications & Tourism Manager
Schedule: Varied, about 15–20 hours per week (Unpaid)

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

Build your portfolio and resume while promoting travel and tourism in Albuquerque. The ACVB 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 UNM/CNM/ACDC guidelines.

In order to qualify, you must attain a letter from a UNM professor or instructor indicating the purpose and goals of undertaking this internship assignment. **This internship meets the hour requirement to be eligible for 3 hours of academic credit with Anderson.**

Sample assignments include:

- Writing for public relations and communications
- Assistance with media relation
- Media research
- 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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