

MSU Division of Development and Alumni

Writing | Opportunity to continue internship through the fall

Writing intern needed for the MSU Division of Development and Alumni to assist the Publications Manager with communication activities. This would include writing press releases and writing articles for publications such as the MSU Foundation magazine, MSU Alumnus magazine, e-newsletters, and the MSU Foundation annual report. Some work in writing for direct mail pieces, web content, or other materials is also possible. Familiarity with AP style and previous writing experience are preferred. Good communication skills and careful attention to detail is needed, since interviewing MSU donors is required for some materials. Rate of pay is minimum student wage for up to 20 hours per week with possible position open for fall and spring semesters. Selection will be made based on overall fit of most criteria, which includes a candidate who could provide the most hours available per week. Position would greatly improve intern's portfolio.

CONTACT

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