



National Organization for Women **WISCONSIN**

WI NOW Internships:

COMMUNICATIONS INTERN

The Wisconsin chapter of the National Organization for Women (NOW) works to bring about equality for women in Wisconsin through collaborative planning, grassroots organizing, and policy advocacy. Our goal is to eliminate discrimination and harassment, secure reproductive rights, eradicate racism, sexism and homophobia, end all forms of violence against women, and promote equality and justice in our society

Summary: WI NOW is looking for a creative, independent, and enthusiastic student to fill the position of Communications Intern. The Communications Intern will oversee and aid with the volunteer driven-efforts of WI NOW's visibility in local and state-wide news sources. They will also assist the President with general media work including writing press releases if necessary. This position offers the opportunity to gain valuable research, writing, and technological skills as well as gain valuable experience with the Wisconsin chapter of the largest organization of feminist activists in the country.

Position Location: Madison, Wisconsin

Reports To: Vice President – Action

Responsibilities:

- Maintain media database
- Write sample letters to the editor on current and relevant issues
- Distribute letters to interested volunteers and members
- Build and maintain list of Letter to the Editor Campaign volunteers
- Keep records of how many letters were written and submitted as well as the number actually printed
- Help match volunteers to their local papers
- Send out press releases and advisories as directed
- Other projects as they fit the intern's interests and WI NOW's needs

Qualifications:

- Strong commitment to women's rights and equality and knowledge of WI NOW's mission and goals
- Excellent research and writing skills
- Computer and word processing knowledge
- Ability to pass on information and skills effectively
- The ability to work independently and creatively

Details:

This internship begins in January and lasts until the end of the academic year unless the applicant wishes to extend the position through the summer. The intern is asked to dedicate at least 10 hours a week to the position. Internships with WI NOW are an excellent way to build your resume while gaining valuable experience with a non-profit advocacy organization. WI NOW will work with the university to ensure academic credit if possible.

If you are interested in this position or would like more information, please contact our Executive Director, Robyn Klinge, at admin@winow.org.