

Internship Information Guidelines

Thank you for your interest in providing one of our students an internship. Please provide the following information so that we can begin getting the word out to our students:

Organization offering internship: *Expect More Arizona*

Contact information (name/address/email/phone/fax)
Heidi Roux/Heidi@expectmorearizona.org/928-266-0464

Type of Internship Offered (e.g. paid/unpaid) *Unpaid*

hours of work/week *10-12 hrs/wk*

Total # of weeks (an academic semester is 16 weeks long) *12 weeks*

Special skills required (e.g. web design, Excel, Powerpoint, etc.)

Duties and Responsibilities (please provide a 1-2 paragraph job description)

Expect More Arizona is a non-profit organization dedicated to building a statewide high expectations movement of Arizonans committed to ensuring all students attain a world-class education, birth through career, which prepares them to thrive in life. Our organization is seeking an NAU intern interested in the fields of communications or public relations. The intern who fills this position should expect to learn about social marketing and campaign management. Applicants should exhibit excellent communication skills and attention to detail.

Intern will be responsible for assigned short readings on current issues in education, administrative tasks, as assigned, and will assist Outreach Coordinator in researching, identifying, scheduling, and when possible attending community event and presentations. Travel to area events will be provided and remote work is possible, however office space is available at the United Way of Northern Arizona on Cedar Ave. Included in intern duties will be the organization of supplies and promotional items and maintenance of outreach database and metrics.

FYI - Students must have a minimum of a 2.5 gpa (on a 4.0 scale) and be seniors in order to qualify for School of Communication credit.

Please email to Norm.Medoff@nau.edu
My phone number is 928-523-8257

Thanks and I look forward in working with you.

Norman J. Medoff, Ph.D.
Professor and Director
Internship Coordinator
School of Communication