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**Job Title:** Public Relations and Events Intern

**Posting Date:** July 27, 2017

**Work Location:** Austin, Texas

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The Texas Campaign to Prevent Teen Pregnancy is a non-partisan, non-profit organization established in 2009 and dedicated to the prevention of unplanned pregnancy in Texas. We are focused on creating a constructive dialogue and effective on-the ground strategies around adolescent sexual health and unplanned pregnancy prevention.

**Job Description:** An internship at The Texas Campaign to Prevent Teen Pregnancy is a prearranged, structured learning experience scheduled within a specific time frame. The experience must be relevant to the intern's academic and professional goals, and to the research and program activities of The Texas Campaign. An internship is performed under the direct supervision of Texas Campaign staff.

From project inception to completion to analysis, our Public Relations and Events interns do real work and gain invaluable experience. Assignments will include drafting well-written, attention-catching communication materials and compiling targeted and up-to-date media and social media and marketing campaigns. We are looking for skilled & well-balanced interns with a true passion for social media, marketing & events.

**Qualifications:** Be at least 18 years old and an undergraduate or graduate student working toward a degree in Communications, Public Relations or related field. Have an interest in event planning. Be highly organized. Have excellent leadership qualities. Be proficient with MS Office Suite software. Demonstrate good communication skills (email, phone and conversation). Show a strong attention to detail. Possess the ability to work with large groups of people. Must be able to work effectively and independently in a fast-paced environment. Personal laptop and cell phone required. Valid driver's license and personal vehicle preferred.

**Time Commitment:** Up to 20 hours per week (paid hourly)

**To Apply:** To apply for this internship, send a resume, thoughtful cover letter and writing sample to [jobs@txcampaign.org](mailto:jobs@txcampaign.org) and let us know why you'd be a good fit for this position. Please include "PR and Event Intern" in the subject line. All application items must be submitted as a complete package and incomplete applications will not be reviewed.