



INTERNSHIP OPPORTUNITY

Community Relations Department

Learning Objectives:

- * Our organization will provide the intern a broad understanding of how school districts communicate and manage their relationships with parents and key stakeholders.
- * Intern will learn about the fundamentals to creating positive visibility for a school district, including the development of messaging, media advisories, press releases, and press conferences.
- * Given the growing importance of social media, the intern will learn about existing and up and coming social media platforms.
- * Our organization will provide intern with exposure to best practices in parent engagement, communications, social media, and event management.

Tasks and Duties:

- * Intern will learn to prepare social media posts and other communications tools.
- * Intern will research, document and support events/activities that positively promote the District.
- * Intern will take photos and shoot short videos.
- * Intern will attend key meetings and/or events.
- * Intern will conduct community canvassing to reach prospective families.
- * Intern will support other community relations activities, as needed.

Qualifications and Requirements:

- * High school diploma or equivalent.

Board of Education

John Lindner

Rudy Rodriguez

George Sanchez

Omar Torres

Thanh Tran



Franklin-McKinley School District

PREPARING ALL CHILDREN AS GLOBAL LEARNERS

- * Currently enrolled in a college or university for school credit.
- * Preferred candidate will have a strong interest in education, communications and/or public relations, and/or are pursuing a degree in related field.
- * 15-20 hours per week; flexible schedule.

APPLICATION PROCESS:

Submit cover letter and resume to Yelitza Peña, yelitza.pena@fmsd.org. Intern (s) selected will be subject to finger printing and TB clearance prior to beginning internship.

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