

Public Relations Intern



Reports to: Public Relations

Semester: Fall 2018

Position Overview:

The Public Relations Intern is a leadership building opportunity for an individual who is personable and willing to dedicate their time to the organization. The Intern should be an active member and ensure members feel welcome within the organization. He/she will assist the Public Relations Officer with their various responsibilities throughout the semester. In addition, the Public Relations Intern develops and maintains relationships with other officers and members while incorporating professionalism, respect, integrity, and compassion in all they do.

Essential Functions:

- Assist with various socials such as, but not limited to Broomball and the Dodgeball Tournament
- Help administer Big Little Program Assist in planning and organizing banquet
- Take initiative when socializing and be the first to approach members, officers, alumni, and other interns
- Promote events to maximize member turnout

Requirements:

- Member of The Finance Association
- Availability to attend most events
- Outgoing personality
- Willingness to step outside comfort zone
- Creativity and initiative