



**Public Relations and Events Intern
Summer 2010
Position Dates: May 15-September 15**

Plant With Purpose, an environmental nonprofit organization that helps the rural poor through reforestation efforts, seeks a Public Relations and Events intern for the spring semester. The intern will assist the Marketing Coordinator with the following duties.

Responsibilities:

- Seek out, write, and email proactive pitches
- Write weekly blog posts
- Compile and maintain lists of media contacts
- Write and edit news releases
- Post events to online calendars and websites
- Help with book promotion
- Maintain clip file
- Proofread all documents and collateral
- Support for annual gala planning, including local media efforts
- Monitor HARO pitches and Google Alerts
- Assist in maintaining social networking sites

Requirements:

- Proficient computer skills- Microsoft Office, Excel, Powerpoint and Word
- Basic knowledge of Dreamweaver a plus
- Highly accurate and organized
- Excellent writing and proofreading skills
- Good communication skills
- Preferably working toward a degree in public relations, marketing or a related field
- A heart for helping the poor

Please send your resume and cover letter to Corbyn Small at corbyn@plantwithpurpose.org.

visit www.plantwithpurpose.org or www.plantwithpurpose.blogspot.com to learn more about Plant With Purpose's work.

Summer Posting locations:

USD Torrero

UCSD Nace

PLNU Fermanian Business Center- PR minor-
SDSU