

**Boston University** School of Social Work  
Marketing & Communications  
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## MARKETING & COMMUNICATIONS INTERNSHIP/FREELANCE POSITION

Need some experience in marketing or communications? Boston University School of Social Work (BUSSW) is hiring a freelance intern to work 5-10 hours a week per semester to assist its Marketing and Communications Department. We offer flexible hours and a relaxed working environment.

### Responsibilities:

- Cover and write news stories for School newsletters, the annual report, and more.
- Write press releases;
- Assist in web site updates and development;
- Collect relevant data for new marketing initiatives (formative and outcome research);
- Assist in direct mail campaigns, updating calendar of events, compiling information for weekly internal e-newsletter;
- Develop new print and web ads (time/interest permitting).

### Qualifications:

We seek a candidate who has:

- At least one year of marketing/communications experience;
- An up-beat, can-do attitude;
- Strong critical thinking and interviewing skills;
- Strong writing skills;
- A commitment to social justice/urban issues (preferred).

Applicants with interests in graphic design, new media and/or social networking are strongly encouraged. Please email your cover letter, resume and recent writing sample to Amy Dunaway at [dunaway@bu.edu](mailto:dunaway@bu.edu). Position is open until filled.