



Type of Internship: Communications/Policy Intern

Equality Virginia is the largest statewide, non-partisan education, outreach and advocacy organization seeking equality for gay, lesbian, bisexual and transgender Virginians. Since 1989, EV has worked to end discrimination, protect families and build safe communities.

Intern Responsibilities:

Our intern will assist in various communications and policy related projects including the following:

- Assist in planning, writing and managing correspondence with EV supporters
- Draft, distribute and pitch news releases, media alerts and other stories
- Assist with updating and managing press contact list
- Monitor LGBT news in Virginia
- Update website using WordPress
- Work with staff to create social media campaigns; maintain and update social media pages
- Assist staff coordinate events and outreach
- Other duties, as assigned

Intern Qualifications:

- Basic knowledge in MS Office, and knowledge in social media platforms including Facebook and, Twitter
- Ability to communicate in a professional manner with press and community contacts
- Be able to work as part of small and dedicated team
- Have excellent time management skills, good work ethic, and strong verbal and written communications skills
- Enthusiasm for the mission of Equality Virginia

Other: This internship is offered for 3 credits.

Contact: Joseph Papa, Communications Director, Equality Virginia, P.O. Box 17860, Richmond, VA 23226. [804-643-4816](tel:804-643-4816); jpapa@equalityvirginia.org

Apply! Please send a resume and short cover letter explaining why you seek this internship to Brandon Day; jpapa@equalityvirginia.org