

Communications Intern

This position is in the corporate communications department at Olsson Associates, an engineering firm.

- Strong, detail-oriented writer who can work independently.
- Proficiency in Microsoft Word and Excel and an understanding of AP Style is required.
- Interest in engineering and technology is a plus.
- Ability to meet deadlines and perform accurate work.
- Sophomore/junior level preferred.

The position involves writing newsletter articles for internal and client publications, assisting the team with a variety of communications pieces, including items for the web, social media sites, and press releases. This intern is also involved in some event planning and staffing, and assists with public involvement on public works projects. This position also involves occasional research and database work.

This is a paid position. Work schedule: 10-15 hours/week during the school year; up to 40 hours/week in the summer and potentially longer.

Please send your resumes and three writing examples to Meredith Willnerd at mwillnerd@oaconsulting.com or 1111 Lincoln Mall, Lincoln, NE 68508 by March 5, 2010.