

Make-A-Wish®

Utah

771 E Winchester
Murray, Utah 84107
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utah.wish.org



Communications Internship

Make-A-Wish® Utah has an opening for a communications intern. This position will offer experience in many different facets of writing and PR while working a variety of major projects in a fun team environment.

Hours: 10-20 hours per week, flexible schedule.

Duration: One semester or longer

Location: 771 East Winchester, Murray, UT 84107

Preferred: Students who must complete an internship as part of their degree program

RESPONSIBILITIES

Reporting to the Communications Manager, the Communications intern will have the following responsibilities:

- Edit and update website
- Compose Press Releases and PSAs
- Write stories about wishes
- Liaise with media regarding PR opportunities
- Assist with grant writing
- Assist with media campaigns for various promotions & fundraisers
- Manage media lists and community calendars

QUALIFICATIONS

- Excellent writing and editing skills
- Attention to detail
- Proficient with Word, Excel, Office
- Some knowledge of graphic design and web design software (e.g. Adobe Illustrator, InDesign and Photoshop, etc.), or willingness and aptitude for learning new programs.

BENEFITS

- Opportunity to attend wish-related events, wish family activities and fundraising events
- Resume credit with a nationally recognized nonprofit organization.

TO APPLY ~~ Email resume and cover letter to: jhortin@utah.wish.org

About Make-A-Wish Utah

The Make-A-Wish Foundation grants the wishes of children with life-threatening medical conditions to enrich the human experience with hope, strength and joy. With the help of generous donors and volunteers, Make-A-Wish Utah grants over 160 wishes a year. Located in its facility in Murray, *A Wishing Place*, the Foundation offers a quality wish experience that includes a magical wish-making ceremony in the Wishing Tower, special wish tokens to throw in a wish fountain, and plenty of room for wish-granting celebrations. For more information, visit www.utah.wish.org.