



13061 Fitzwater Drive, Nokesville, VA 20181

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Public Relations Internship/Volunteer

Tasks:

- Develop one brochure, web page or other media materials related to conservation using appropriate software.
- Develop one PowerPoint presentation
- Create press releases
- Contact press, radio and other media to publicize Conservation District activities and/or accomplishments
- Contribute articles to PWSWCD's quarterly newsletter

Skills & Knowledge Gained:

- Ability to use publishing software
- Understanding of timing of press releases and follow-up
- Develop contacts at local newspapers, radio and television stations
- Knowledge of natural resource agencies' programs
- Understanding of rural and urban populations in Prince William County

Related Fields of Study

Public Relations

Marketing

Journalism

Business

Requirements:

- Complete one brochure, web page or other media material
- Develop one PowerPoint presentation and present to a group
- Create three press releases and successfully have published in local papers
- Develop two short (under 300 words) articles for quarterly District newsletter, including photos

- Assist with Conservation District education programs, special events and support activities
- Attend one board meeting
- Attend one partner agency meeting/training
- Attend one staff meeting

**For more information please contact:
Prince William Soil & Water Conservation District
703 594-3621 or pwsxcd@pwsxcd.org**