

Title of Position: New Haven Promise Media Relations Summer Internship

Position Description:

Yale's Office of Public Affairs & Communications (OPAC) is the central administrative unit responsible for producing, coordinating, and broadcasting news about Yale. Working in partnership with smaller school- and unit-based communications teams around campus, OPAC safeguards and advances the university's reputation and generally brings Yale to life for mass audiences through Yale-controlled and commercial media.

The intern would be involved in many, if not all, aspects of OPAC's mission, including writing engaging pitches about academic research for members of the news media, creating earned media metrics reports, and assisting with documentary film crews. The intern will also work closely with colleagues on the editorial team that produce Yale News (website), Yale Today (e-newsletter), and Yale's central social media accounts. The intern might also be involved with drafting social media posts and contributing research for various OPAC initiatives. In addition, the intern may be called upon to contribute research for or edit responses to inquiries from the news media and other communications projects.

The internship is an excellent opportunity for applicants interested in communications, media relations, analytics, and storytelling. It also offers exposure to the full breadth and complexity of a major research university. Given the sensitive nature of many issues addressed by OPAC, the intern must exercise significant discretion in handling and sharing information.