

## Example #1

### Full-Time Summer 2019 Strategic Communications Internship

Position Type                      Internship  
Desired Class Level(s)          Graduate, Junior, Senior, Sophomore

#### Description

\*\*\*\* is a Chicago-based full-service strategic communications firm providing public affairs and media relations, corporate communications, creative services and digital marketing expertise.

\*\*\*\* interns immerse themselves in current events, the media and client projects that span the healthcare, transportation, education and hospitality industries. Interns are valued members of our team and often participate in strategy sessions, write press releases, ad copy, talking points, pitch local media, conduct research and provide social media insight, among other responsibilities.

The most successful interns are self-starters who feel comfortable working in a less regimented environment and eagerly offer assistance on client projects when they see their specific skill set will be valuable. They raise their hand and are not afraid to voice their opinion.

Interns can expect to learn --

- 1) The media landscape in Chicago: The main outlets, the stories they cover and how to break through with a media pitch.
- 2) Strong writing: Economy of words, focusing on key messages and crafting communications that resonate.
- 3) Strategic thinking: The strategies we propose for clients in light of the issues they're facing and the climate that surrounds them.

This paid internship would run from early May through Labor Day, Monday through Friday from 7:30 a.m. to 4:30 p.m. Start and end dates can be flexible.

Interns will work alongside all members of our team, from other interns to company leadership. In this capacity, interns can also expect to learn about:

- Client service
- Project management
- Writing for varied industries, audiences and mediums
- Strategic planning in the fields of communications and community outreach

Interns can expect to have regular contact with the intern coordinator to discuss goal progression, desired projects and experiences, and any other questions/concerns the intern may have.

Desired capabilities:

- Strong writing and research skills
- Keeps up with current events including local media and politics
- Thrives in a fast-paced setting
- Enjoys variety
- Motivated, creative and curious

Please submit:

- Resume
- Cover letter
- Writing sample

To: [interns@\\*\\*\\*.com](mailto:interns@***.com)

By: April 15, 2019

## **EXAMPLE #2**

### **EDITORIAL DESIGN INTERNSHIP**

Modern Luxury is seeking talented designers to join our Chicago-based team for the Editorial Design Summer Internship Program. This is a hands-on and intensive internship suitable only for someone who has a strong interest in magazine editorial design. Candidates must be skilled in Adobe InDesign with an understanding of design, typography and photography. Intern responsibilities include, but are not limited to: backing up full-time designers with assigned publications, preparing art for print, organizing content on shared servers and completing a final project collaborating with other department interns. Looking for students with a positive attitude who are ready to learn!

#### **Ideal Candidate:**

- Skilled in Adobe Creative Cloud (InDesign, Photoshop & Acrobat)
- Quick learner with strong communication skills
- Open to feedback & constructive criticism
- Organized with an ability to juggle multiple projects
- All applicants **MUST** be enrolled in college and eligible to receive credit for their participation. Office hours are 2-3 days per week, 10 a.m. to 5 p.m.

#### **Application Materials:**

- Link to online portfolio
- Resume
- Cover letter explaining why you would make a good fit for the program
- Must complete design test in interview process

\* Email application materials to Design Director, \*\*\*\*\*, at \*\*\*\*\*@modernluxury.com. Please do not apply if you are not currently a student.

#### **About Modern Luxury Designers:**

DM Luxury, LLC is the largest luxury lifestyle publisher in the nation, and has 88+ titles total including city magazines, Interiors, Weddings, Men's Book and various custom publications. Our design team is currently made up of 18 full-time designers, positions varying from Junior Designers - Senior Designers - Art Directors - Senior Art Directors. Our team designs all company publications and most designers are based in Chicago, Illinois.