

**Title of Position:** Communications/Event Planning

**Description of Position:**

- 1) Assist in media operations
- 2) Assist with mailing / promotions,
- 3) Assist with preparation of event marketing

The YWCA expects all of its employees to act with honesty, integrity and professionalism in accordance with the company's high standards of ethical conduct, to respect the company's rules and policies, and to know and accept the company's rules and policies and contribute fully to their attainment.

**Qualifications:**

- 1) Student must be enrolled in undergraduate or graduate school and be eligible to earn credit through the college or university that they are currently attending
- 2) Student should be majoring in a communication related field
- 3) Student must possess effective communication skills, both oral and written
- 4) Student must be proficient in Microsoft Office
- 5) Student should have a basic understanding of media relations

Besides commitment, enthusiasm, personal drive, the ability to take direction and constructive criticism, and a willingness to learn, an intern must carry a cumulative GPA of at least 2.5.

**Compensation:**

This is a non-pay internship program. Interns will earn college credit according to the structure of the internships. In addition, interns benefit from meaningful work experience, possibly leading to future, full-time employment.

**Hours:**

15 to 20 hours per week (Monday through Friday) with flexible scheduling.

**Contact Information:**

Nancy Wesson-Dodd,  
Executive Director, YWCA  
4601 Corona Drive  
Corpus Christi, TX 78411  
361-857-5661 ext 12  
Email: [nwdywca@ywcacc.org](mailto:nwdywca@ywcacc.org)

*\*Please call or email to set up an appointment*

**Mission of YWCA:**

YWCA Corpus Christi is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom and dignity for all.

**For Additional Company Information:** [www.ywca.org/corpuschristi](http://www.ywca.org/corpuschristi)