DIGITAL WRITING INTERN WANTED for the College of Liberal Arts & Sciences

The College of Liberal Arts & Sciences Office of Communications and Marketing is seeking an intern to assist with writing and editing copy for our website. The internship will also include writing for social media, analyzing the success of related work, and managing other digital assets.

If you love to write and have ever been tempted to correct the grammar of those around you, this is the internship for you!

The College of LAS is the largest on campus, and it’s home to about 14,500 students and 650 faculty members. This internship will allow you to help improve the college’s digital presence and increase engagement with our students, faculty members, and alumni.

**Job description**
The primary duties for the digital marketing intern position include:
- Writing, proofing, and evaluating web content
- Writing and evaluating social media content
- Managing and resizing other digital assets, including photos for the website and digital signs in Lincoln Hall
- Other duties as assigned

**Skills**
The ideal candidate is a strong writer who finds great satisfaction in finding and fixing typos, wordy copy, broken links, and more. He or she should be well-organized and able to work independently, and able to complete projects from start to finish. Some editing and institutional social media experience is preferred. Also preferred: knowledge of Associated Press Style.

**Hours**
This is a paid position requiring you to work between 15 and 20 hours per week during fall 2018, with a set work schedule. Our office is located in Lincoln Hall.

To apply
Interested candidates should submit a resume, cover letter, and two to three writing samples to Meg Dickinson at megd@illinois.edu.