



Protecting, Leading & Uniting...since 1893

FLORIDA SHERIFFS ASSOCIATION

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Communications Intern

This internship opportunity is most suitable for students studying in the field of communications, public relations, or marketing. The intern will gain experience in providing support to Florida Sheriffs Association's Communication and Youth Services Coordinator and communications team for media outreach efforts involving state-wide announcements, campaigns, webinars, press releases and other press/media activities and events and other office related duties as assigned. In addition, the intern will assist FSA's Communications Coordinator with the following tasks:

- Updating the Sheriff's manual and Star Guidebook
- Planning, writing and managing weekly eNewsletters
- Drafting, distributing press releases, media and legal alerts and other stories
- Updating the FSA website as needed
- Organizing and attend monthly communication team meetings including preparing agenda and taking minutes
- Strategizing and promoting the Teen Driver Challenge Program
- Collaborating with staff on new ideas, directions, and venues for communications and marketing

Qualifications

- Undergraduate or Graduate level student
- Major in journalism, communications, public relations or marketing or related field
- G.P.A. – 2.5 minimum
- Meets the institution's standards and requirements for participation in an internship program.
- Ability to work a minimum of 12-15 hours per week for 10-12 weeks.

Internship offers are contingent upon completion of a satisfactory background check.

To apply please visit the Florida Sheriffs Association at <https://www.flsheriffs.org/law-enforcement-programs/our-programs/internships-and-volunteering>

For any questions please contact:

Tanesha Williams
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850-877-2165