



Position Title: Communications Internship

Location: Learning Services Center, St. Vrain Valley Schools

Duration: 2024-25 School Year | **Hours per Week:** Approximately 20 hours per week
Compensation: Unpaid - Academic Credit offered through Career Elevations and Technology Center for high school interns (60 hours = 0.5 credits).

Company Overview

St. Vrain Valley Schools stands as a lighthouse of educational excellence and student well-being in Colorado. In partnership with parents, guardians, and the community, we are committed to inspiring and promoting high standards of learning. Our mission is to educate each student in a safe environment, enabling them to develop to their fullest potential and become contributing citizens in a rapidly advancing, globalized world.

Position Overview

Join our dynamic Communications Team as an intern, where you'll play a pivotal role in transforming how we connect and engage with our community. This position is perfect for individuals passionate about public education and skilled in creating meaningful, impactful communication.

Duties and Responsibilities

- Assist in developing and implementing communication strategies to increase awareness of the impact of our schools and public education.
- Contribute to refining our digital footprint, ensuring it reflects our commitment to excellence and innovation.
- Support district initiatives by crafting stories that highlight our successes and strategic planning efforts.
- Help build capacity for high-quality communication and engagement strategies within our schools and departments.

Learning Opportunities

- Gain hands-on experience in strategic communication within the public sector.
- Develop skills in digital communication, public relations, and content creation. Areas of specific skill development include creating marketing plans and communication campaigns, graphic design, videography, photography, AP-style writing, social media, website management, digital asset management, and more.
- Learn about the inner workings of a leading school district and its approach to community engagement and public education advocacy.
- Network and collaborate with professionals in education and communication.

Desired Qualifications

- Desired learning and future work in the area of Communications, Marketing, Public Relations, Journalism, or a related field.
- Strong writing and communication skills.
- Ability to work independently and as part of a team.
- Interest in public education and community engagement.
- Familiarity with digital communication tools and platforms is a plus.

Application Process

Resume and cover letter expressing your interest in the internship and how you believe you can contribute to our mission, and any relevant work samples/portfolio.

Our Commitment to Diversity

St. Vrain Valley Schools is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We encourage individuals from all backgrounds to apply, especially those passionate about public education and community service.

Interested Candidates:

Please complete this [Interest Form](#) interest form and someone from the WBL team will contact you regarding next steps.