



## Position: Communications Fellow

### Summary Description

The AAUW Communications Department is seeking an undergraduate or graduate student to assist with publications and communications outreach during the 2008 fall fellowship period. The fellow will assist with a number of unique projects.

### Essential Duties

- Participation on thoughtful and creative communications and marketing publications and projects
- Media relations activities, media monitoring, and news item compilation report
- Proofreading brochures, pamphlets, flyers, and other publications
- Assisting with publications, media, and promotion activities for the 2009 AAUW National Convention and the National Conference for College Women Student Leaders
- General assistance to Communications Department director and staff

### Minimum Qualifications

- Interest in equity, higher education, women's and social justice issues
- Strong writing skills
- Past and ongoing studies in communications, marketing, and/or journalism. Graphic design skills a plus.
- Copy editing experience
- Familiarity with AP style strongly desired
- Good oral, written, interpersonal, and organizational skills
- Ability to multitask and meet tight deadlines
- Marketing and web editing experience and familiarity with social networking media a plus
- Ability to work independently and within a cohesive team

A minimum of 20 hours per week is required. Fellowships carry a stipend and may be used for academic credit.

This position is ideal for students who are passionate about equity for women and who are seeking to explore professional career possibilities in communications.

### To Apply

Send a cover letter and resume to:

Communications Fellowship Coordinator  
American Association of University Women  
1111 Sixteenth St., NW  
Washington, DC 20036  
E-mail: [media@aauw.org](mailto:media@aauw.org)

Applications are reviewed on a rolling basis. For more information or questions contact the AAUW Communications Department at 202/785-7755 or [media@aauw.org](mailto:media@aauw.org).