

**Unpaid Internship Position: Editorial Intern
Autumn 2018**

Company Profile

Nei-Turner Media Group publishes high quality, regional guides and magazines for tourism and hospitality organizations and trade associations. The company's comprehensive publishing packages include advertising sales, design and layout, editorial content, photography, prepress and printing. A Wisconsin company, Nei-Turner has offices in Lake Geneva and Madison. Nei-Turner also offers event management and marketing services including branding, graphic design, media planning, digital communications, press releases and more. Nei-Turner Media Group was named one of Outside Magazine's Best Places to Work for 3 years in a row.

Summary

The editorial intern will assist with the Madison-based editorial director with the marketing and communications strategy for several publications. Our ideal candidate is a quick learner and has a cooperative spirit, but also has the ability to work independently and use time management skills to prioritize tasks. This position requires remote work with a monthly check-in.

Description

- Support marketing and communications strategy and implementation for various digital platforms including website, social media, e-newsletter, etc.
- Curate content and help develop strategic editorial calendar and promotional initiatives
- Research competitor sites and report on best practices, successful promotions and engaging content
- Support PR initiatives, as needed
- Report to the Lake Geneva office monthly for a check-in meeting

Qualifications

- Ideally pursuing a BA in Journalism, Communications, or related field
- Strong verbal and written communication skills (writing sample is required)
- Knowledge of grammar, usage, spelling, and punctuation
- Ability to multi-task, prioritize, and meet deadlines
- Excellent attention to detail

Compensation and Benefits

This is an unpaid intern position. We are seeking an intern for approximately 10 hours per week, with a flexible remote work schedule. We can work with your school to ensure you receive the proper internship credits.

How to apply: Send writing sample, cover letter and resume to Amanda Veith at aveith@ntmediagroup.com

We are looking for this position to start as early as September 2018.