



**Communications Internship  
Lincoln, Nebraska**

**Timeframe**

May 2016 – May 2017

**Duties and Responsibilities**

- Develop and implement internet based communications program including e-newsletters to members, managing NeCGA' s social media programs, and updating NeCGA' s website.
- Assist with communication programs and efforts to enhance NeCGA legislative efforts.
- Work to create copy for website and social media.
- Draft content for blogs and manage postings.
- Draft content for newsletters, brochures, articles.
- Assist Program Director with event planning.
- Assist with other projects as assigned. Some travel required.

**Qualifications**

- Current enrollment in Ag communications, Ag business, Ag leadership or related degree program.
- Intern shall have strong writing and verbal skills, ability to develop concepts into action and flexible schedule.
- Must have a working understanding of Nebraska agriculture.
- Proficiency in Microsoft Office programming required.
- Understanding of Adobe InDesign and Photoshop preferred.
- The position will use Constant Contact for web based communications, training will be provided.

**Hours Per Week**

- May – August: 30 hours/week with some nights and weekends
- September – May: 10-15 hours/week

**Other Opportunities**

- Mileage reimbursement provided for travel
- Opportunity to attend the DC Leadership Program in Washington D.C.
- Will work with the University to receive credit hours if needed

**Wage**

\$10 per hour

**Application Process**

Resume and cover letter of application should be sent to:

*Nebraska Corn Growers Association  
Communications Internship  
1111 Lincoln Mall, Suite 308  
Lincoln, NE 68508*

Resume and cover letter may also be submitted by email to [mwrich@necga.org](mailto:mwrich@necga.org)

**Resume and cover letters are due in the NeCGA office by 5:00 PM on Friday, November 6<sup>th</sup>, 2015.**