Looking for that perfect internship or job? Find jobs, internships, scholarships and conferences every Thursday in the *COM Messenger*.

COM Career Services Office  
640 Commonwealth Avenue  
Boston, MA 02215  
COM Room 201  
(617) 353-3490  
FAX: (617) 353-7111  
www.bu.edu/com-csc  
comjobs@bu.edu

**COM Career Services Office Hours**  
Monday: 9:00a.m.–6:00p.m.  
Tuesday: 9:00a.m.–5:00p.m.  
Wednesday: 8:00a.m.–6:00p.m.  
Thursday: 9:00a.m.–6:00p.m.  
Friday: 11:00a.m. – 6:00p.m.

**Resume Hours**  
Monday: 1:00p.m. – 6:00p.m.  
Tuesday: 8:00a.m.–10:30a.m., 12:30p.m. – 4:00p.m.  
Wednesday: 8:00a.m. – 1:00p.m.  
Thursday: 8:00a.m.–10:30a.m., 11:30a.m. – 2:00p.m.

April 17, 2008

**I. Internships**  
**II. Jobs**

**II. Internships**

**General Communication Internships**

Webmaster’s Assistant  
Performer Publications, Inc.  
Somerville, MA  
Description:  
*Performer* is the largest musicians’ trade magazine. It publishes monthly magazines covering all genres of independent music.  
Pay: unpaid  
Qualifications:  
Work 10 hours per week minimum/a maximum of 40 hours  
Know Adobe CS 3.0, Macromedia Studio, Dreamweaver, Contribute  
Responsibilities:  
Assist Webmaster on layout for three publications  
Assist clients create banner ads  
Manage and expand online presence
How to Apply:
Send cover letter and resume to web@performermag.com. Application deadline is June 6.

Promotions Intern
Salvation Army
Massachusetts
Description:
The intern will create excitement about the thrift stores and promote bargains. The emphasis on the internship would be focused on promotions from a retail perspective.
Pay: n/a
Responsibilities:
Implement local low-cost and no-cost promotional activities and advertising
Recommend and organize approved retail special events
Work with one store to develop a retail promotion program based on a marketing plan developed last year
How to Apply:
Contact Matt LaBarre, community relations committee chairperson at mattlabarre@charternet or 508-852-5767.

Journalism Internships
Northeast Regional Editorial Assistant
Performer Publications, Inc.
Somerville, MA
Description:
Performer is the largest musicians’ trade magazine. It publishes monthly magazines covering all genres of independent music.
Pay: unpaid
Qualifications:
Work 10 hours per week minimum/a maximum of 40 hours
Strong writer
Can meet deadlines
Strong eye for detail
Responsibilities:
Assist regional editor with copy editing
Conduct interviews
Assist in booking sponsored concerts
Add submissions to database
Create calendar listings
Post content on Web
How to Apply:
The application deadline is June, 6. Send a cover letter, resume and two writing samples (clips preferred) to nepeditorial@performermag.com.

Film/Television Internships
Development Interns
Marvel Studios
Beverly Hills, CA
Pay: credit
Qualifications:
Communications Intern  
**Nixon Peabody LLP**

**Description:**
This is one of the largest multi-practice law firms in the United States.

**Pay:** unpaid/credit

**Qualifications:**
- Can work two to three days a week
- Energetic junior/senior

**Responsibilities:**
- Raising awareness of Nixon Peabody LLP news, programs and initiatives
- Work with senior communications manager and communications specialist
- Implement media relations and internal communications plans
- Assist in public relations strategies supporting firm wide news
- Evaluate opportunities for public relations and thought leadership
- Assist in press release distribution
- Assist in responding to incoming press inquiries
- Manage database of media contacts
- Manage database of editorial opportunities and evaluate which opportunities would be a good fit for attorneys and/or the firm
- Assist in tracking PR coverage
- Assist in planning and writing internal communications pieces
- Submit new information for inclusion in weekly newsletter

**How to Apply:**
Send resume to Brian Moynihan, communication specialist, at bmoynihan@nixonpeabody.com.

---

**Marketing Assistant**
**Performer Publications, Inc.**
**Somerville, MA**

**Description:**
*Performer* is the largest musicians’ trade magazine. It publishes monthly magazines covering all genres of independent music.

**Pay:** unpaid

**Qualifications:**
- Studying marketing or communications
- Work minimum of 10 hours-per week/Maximum of 40 hours

**Responsibilities:**
- Assist marketing director with marketing proposals
- Work with local and national sales staff
- Assist in planning promotional events across the United States

**How to Apply:**
Send cover letter, resume to gregg@performermag.com. Application deadline is June 6.
Fall intern
Youth Enrichment Services
Boston
Description:
YES is a nonprofit organization offering low-and moderate-income Boston area kids outdoor and practical learning activities.
Pay: unpaid
Qualifications:
Mature student
Studying PR
Responsibilities:
Conduct outreach to local print, trade and electronic media
How to Apply:
Send resume and e-mail outlining your interest to George Cohen at gcc.pr@verizon.net.

Intern
CGPR
Marblehead, MA
Description:
This is a boutique PR firm specializing in consumer public relations
Pay: $1 thousand
Qualifications:
Excellent oral, editing and written skills
Excellent interpersonal and organizational skills
Ability to think creatively and suggest ideas
Ability to work as a member of a team
Ability to handle multiple tasks
Can prioritize work under pressure
Can accomplish a task with concern for the areas involved
Proficient in computer software
Understanding of AP style a plus
Can work 20 hours a week
Responsibilities:
Assist team measures with accounts
Monitor trends
Perform media relations
Tracking editorial placements
Conduct basic research
Contribute to brainstorming sessions
How to Apply:
Submit letter as to why you feel you would fit at CGPR and resume to chogan@cgprpublicrelations.com.

Intern
AMC Cancer Research Center
New England
Description:
AMKC Cancer Research Center is looking for students to develop contacts and flight cancer. The center raises funds for public education, telephone counseling program and research. Other goals include recruiting volunteers and donors, conducting public education efforts, promoting healthy living habits and make more people aware of counseling available.
Pay: unpaid
Responsibilities:
Write feature stories
Assist in production of TV program
Develop opportunities for volunteers and staff to appear on radio and television
Produce television program
Recruit volunteers from colleges
Provide media/pr support
Provide promotional support to our partnership with the Worcester Wildcats

How to Apply:
Contact Matt LaBarre at mattlabarre@charter.net.

Employee Communications Intern
Analog Devices
Norwood, MA
Qualifications:
Can work independently in fast-paced environment
Turn around assignments such as choosing electronic artwork, rewriting editorial content, selecting content from news-feed sources that provide industry articles
Assist with news archives and artwork/graphics library
Strong writer
Can work with Windows Sharepoint Services and Sharepoint Portal Server technology a plus

Responsibilities:
Coordinate daily news and news gathering
Write articles for Intranet
Edit and proofread content
Work with other content owners to update and enhance existing site
Coordinate regular Intranet content postings and changes
Work with other content owners and publishers to cross-post information/links across different sections of the portal
Aid in collecting feedback and data

How to Apply:
Send resume to Linda.carr@analog.com.

III. Jobs

General Communications Jobs

Maine Conservation Corps
Augusta, ME
Description:
The Corps is dedicated to accomplishing outdoor recreation and conservation projects by improving trails and rebuilding the Appalachian Trail. Members build experience in the field of natural resources, improve fitness throughout outdoor service and maintain and restore Maine’s park and public lands.
Pay: $240 per week and health insurance. $1250 or $2360 AmeriCorps education award if eligible
Qualifications:
Ability to lift and perform strenuous work under challenging conditions
Desire to learn and serve
18 years old or older
U.S. citizen
How to Apply:
   Send application to Brenda Webber at corps.conservation@maine.gov by April 18.

Management, Membership Sales Advisors, Front Desk and Retail Shop Associates
Equinox Fitness
New York
Pay: n/a
How to Apply:
   Send resume to Hank.Marotske@equinoxfitness.com

Photographer
Performer Publications, Inc.
Somerville, MA
Description:
   *Performer* is the largest musicians’ trade magazine. It publishes monthly magazines covering all genres of independent music.
Pay: n/a
Responsibilities:
   Take live and still photos using digital camera.
   Cover all genres of music across the United States
How to Apply:
   Send cover letter, resume to Gregg Patay, internship coordinator, gregg@performermag.com.

Staff Writer
Performer Publications, Inc.
Somerville, MA
Description:
   *Performer* is the largest musicians’ trade magazine. It publishes monthly magazines covering all genres of independent music.
Pay: n/a
Responsibilities:
   Review an album or concert in three weeks
   Cover all genres of music across the United States
How to Apply:
   Send cover letter, resume to Gregg Patay, internship coordinator, gregg@performermag.com.