

PR amp COMMUNICATIONS INTERN



Location **Washington**
<https://www.genclassifieds.com/x-634276-z>



K-Will Communications is an up-and-coming PR company that provides public relations, writing and speaking agent services to entrepreneurs and entertainers.

REQUIREMENTS:

- Possess skills at initiating innovative ideas, unifying team members, and judging correctly what will appeal to target audiences.
- Prefer challenges that involve communication, are people-oriented, promote networking and socializing, and include roles that call for imagination.
- Excellent communication skills and the ability to inform and entertain via written, oral and visual media.
- Knowledge of media production, communication, and dissemination techniques and methods.
- An innovative self-starter with problem solving skills, creativity, ambition, and a strong work ethic.
- Possesses skills in writing, presentation, interpersonal relations, and customer management.
- Performs well in environment that values creativity, flexibility, and variety.
- Exhibits personal qualities, such as open-mindedness, enthusiasm, and adaptability.
- Prefers challenges, fast pace, new ideas, future focus, and unstructured environment.

RESPONSIBILITIES:

- Write effective copy, excelling in correct spelling, punctuation, and grammar.
- Use alternate forms of communication (including graphic arts), resulting in improved interactions.
- Edit and proof other team members work and provide constructive feedback.

- Assist in developing and contributing to public relations and marketing activities.
 - Collaborate with management as assigned in development of appropriate
 - Projects to 100% completion working closely with management and staff and

Required - Mac & PC platforms, AP style writing, Copy Editing, Spelling, Punctuation, English grammar,
 Online Social Networking, Public Relations Skills
 Preferred - Graphic Design, Adobe Photoshop, Adobe Illustrator, Strategic Public Relations Planning

TASKS WILL INCLUDE:
 Social Media Projects
 Research Media and event)



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Media relations - research, list management, some outreach
Calendar & File