

THE METROPOLITAN ACTION COMMISSION
OFFICE OF PUBLIC INFORMATION

MEDIA RELATIONS INTERNSHIP OPPORTUNITY

About us...

The Metropolitan Action Commission is the designated community action agency for Nashville and Davidson County. Our agency is responsible for helping families living in poverty to become more economically secure through education, household support and mobilizing community resources. Our multigenerational approach to eliminating poverty allows our agency to address the initial need of our customers as well as identifying other opportunities for other members in their household.

About the opportunity...

The agency's ability to provide current news and information is important as well as communication with local and regional media partners. In order for this relationship to remain vital, real-time information regarding news stories, reporter interests, contact information and engagement is necessary. The successful intern will assist the agency's Public Information Officer with the launch of the agency's first online newsletter, maintaining an accurate contact listing of primary media partners, reporting assignments and affiliation. This includes community-based reporters and bloggers. The intern must have:

- An advanced understanding of media relations and proficient in web publishing using software
- A positive, can-do attitude and attention to detail
- Strong writing, verbal communication and teamwork skills
- PRSSA membership and/or involvement (desired, but not required)
- Established residence and transportation arrangements in the Nashville area during internship

The Metropolitan Action Commission Internship Program offers a credit-based internship for students that are currently enrolled in an accredited bachelor's program with no more than 2 years left to complete. The internship term lasts 8-10 weeks, depending on the time of year and availability of intern-level opportunities. Start and end dates are determined by the agency with consideration of each intern's class/school schedule. To apply for this internship opportunity, please send a cover letter and resume to: lisa.mccrady@nashville.gov.