

PAID INTERNSHIP
PART TIME / TEMPORARY

Lansing Township is seeking a highly-motivated individual to assist the Supervisor with marketing/branding for the Township.

May 15, 2017 through August 10, 2017

12 hours per week

\$12.75 per hour

Essential Responsibilities:

- Prepare press releases
- Identify news opportunities
- Electronic newsletter
- Prepare Social Media posts
 - Facebook
 - Instagram
 - Twitter

Qualifications/Requirements

- Proactive personality
- Excellent written and verbal communication skills
- Minimum completion of 2 to 3 years towards a Bachelor's degree - emphasized in communications, marketing, advertising or related field

Email resume to Supervisor Hayes at DHayes@lansingtownship.org

Or fax resume to 517-482-3869.