



Writing / Communications Internship Opportunity

Do you like to write?

Do you enjoy talking to people about their jobs, their businesses, their volunteer activities, their interests?

Are you curious about what makes a neighborhood tick?

If so, why not apply for an internship at *The Bulletin*, the community newspaper of Pittsburgh's East End?

"This internship really taught me a lot about the production of a community newspaper, and the entire article-writing process. I think the most valuable thing I learned was paying much more attention to every word of my writing and the organization of my writing as a whole."

– Teresa, political science major, University of Pittsburgh, *Bulletin* intern, fall 2007

"Working at a community newspaper is a unique experience that allows you to accomplish a lot in a short period of time. Not only did I learn a lot about writing and what goes into the publication of a newspaper, but I learned about my community as well. I know I am a better writer because of my time at the Bloomfield-Garfield *Bulletin*."

– James, post-baccalaureate journalism major, Point Park University, *Bulletin* intern, summer 2008

***The Bulletin* has been published since 1975 by the Bloomfield-Garfield Corporation (BGC) to:**

- Disseminate information about the events, decisions, actions, and projects that affect, or will affect, life in Garfield, Bloomfield, Friendship, Lawrenceville, and East Liberty
- Serve as a resource on services and activities of potential benefit to individuals or families in the area
- Offer an opportunity to express opinions and exchange ideas
- Act as a conduit for information on BGC-related programs, events, and projects to the broader community

Circulation: 20,000 monthly

Size: 11 x 17 tabloid, 12-20 pages

Intern duties:

- Responsible for two or three articles (news or features) per issue – research, interviewing, writing – approved by and under direction of the editor. **This is your chance to add significantly to your writing portfolio by amassing a variety of bylined clips from an established community newspaper.**
- Assist editor with digital photography, photo editing, and page layout.
- Assist with copy editing, proofreading, and other editorial and administrative tasks.

Intern qualifications:

- Strong research, writing, communication, and grammar skills
- Interest in local and community issues; familiarity with East End a plus
- Ability to meet deadlines; good follow-through
- Some newspaper, newsletter, or magazine experience helpful, but not required
- Ability to work 10-15 hours a week
- Preferred majors: journalism/communications, English, political science, history, any interdisciplinary studies; but all will be considered

Bulletin internships are unpaid, course-credit only. To apply, contact:

The Bulletin

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