

Say Yes Buffalo Internship Opportunity

Position: Communications/PR Intern

Organization Name: Buffalo Niagara Medical Campus

Location: The Innovation Center at 640 Ellicott Street, Suite 400, Buffalo, NY 14203

Website: www.bnmc.org

Organization Description/Profile:

The Buffalo Niagara Medical Campus, Inc. (BNMC) is a self-sustaining social enterprise successfully combining innovation, job creation, and urban revitalization. It serves as the umbrella organization of the anchor institutions that make up the Buffalo Niagara Medical Campus located within the 120-acre campus bordering Allentown, the Fruit Belt and Downtown. The BNMC fosters conversation and collaboration among its member institutions, its partners and the community to address critical issues impacting them, including entrepreneurship, energy, access and transportation, workforce and procurement, neighborhoods, and healthy communities, with the goal of increasing economic development and building a strong community.

Supervisor & Title: Sarah Warner, Marketing & Communications Manager

Internship Title: Communications/PR Intern

Internship Duties and Responsibilities:

- Assist in developing a marketing plan for BNMC's podcast, Talking Cities with Matt Enstice, including a devising a social media strategy, writing content, and pulling data and analytics reports to gauge metrics and audiences.
- Develop and implement an outreach plan for BNMC's Neighborhood Explorer businesses, including contacting businesses through phone, email and face-to-face communications; reach out to new businesses to join program; create content to share and promote discounts to Campus employees
- Write feature articles and blog posts on a variety of communication vehicles, including BNMC websites, e-newsletters and other publications.
- Assist with PR as needed.

Minimum Requirements

- Say Yes scholar in good academic standing, must be at least a rising Sophomore
- Studying marketing, communications, public relations, or related field

Intern takeaways:

Our intern will have the opportunity to work autonomously and as part of the team to help develop and promote our summer programming for the 16,000 employees who work on the Medical Campus. S/he will have a portfolio of writing at the end of the summer, learn social media best practices, and develop data and analytics skills.

Organization Takeaways: Interns are a very important part of our small team. We look forward to getting younger people involved in our organization and learning from them as they learn from us.

Duration of employment: Approximately 12 hours per week for 12 weeks this summer.

Compensation:

- Compensation will be a \$500/per month stipend (non-taxable income) based on hours. **NOTE:** Any determination regarding academic credit will be made by the intern's academic department.

Accommodations: The Say Yes Internship Program is committed to providing equal access to individuals with disabilities, including physical access to programs and reasonable accommodations for interns.

To apply: Submit resume and cover letter to buffalointernships@sayyestoeducation.org.

Please note: If necessary, Say Yes staff may send you edits or suggestions regarding your cover letter and/or resume. In order to submit your materials by the deadline, please ensure that you check your email and reply promptly.

Deadline: April 8, 2019