



School of Communication & Media  
402 Bartow Ave., Room 5116, MD 2207, Kennesaw, GA 30144  
Tel: (770) 470-578-6298 Fax: (470) 578-9153

### INTERNSHIP POSTING REQUEST FORM

To be completed by employers seeking interns.

CONTACT PERSON\_\_  
John Fleming\_\_\_\_\_

TITLE\_\_ Executive Editor  
\_\_\_\_\_

EMPLOYER\_\_ Center for Sustainable Journalism  
\_\_\_\_\_

ADDRESS\_\_ Kennesaw  
Campus\_\_\_\_\_

PHONE\_\_ 470-578-7541\_\_\_\_\_

FAX\_\_\_\_\_

E-MAIL\_\_ jfleming@csjournalism.org\_\_\_\_\_

POSITION\_\_ Reporter \_\_\_\_\_

TITLE\_\_ Assistant reporter  
\_\_\_\_\_ SALARY\_\_ To be determined \_\_\_\_\_

#### JOB DESCRIPTION (attach separate sheet if needed):

\_\_\_\_\_ The Center for Sustainable Journalism at Kennesaw State University seeks to fill the position of reporter for our publications YouthToday.org, and the JJIE.org.

The successful candidate will work with the editors of the CSJ to post frequently on our websites. Assignments may include, but will not be limited to, short interviews, extended Q and As, gathering background and reporting in the field.

Our aim is to grow our readership, our community. We produce good journalism, we want the world to see it. Through traditional means, and now social media, we will do that with your help.

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QUALIFICATIONS NEEDED

Strong, concise and confident writer, with knowledge of AP Style, interviewing skills. Ability to work under deadline pressure and demanding editors as well as ability to work in a collaborative work environment

POSITION AVAILABLE (tick more than one if necessary):

- ALL SEMESTERS
- FALL (AUG-DEC)
- SPRING (JAN-MAY)
- SUMMER (JUNE-JULY)

HOURS PER WEEK DESIRED:

10-19  
APPLICATION

20-29

30-40

CANDIDATE'S ACTION:

WRITE LETTER OF

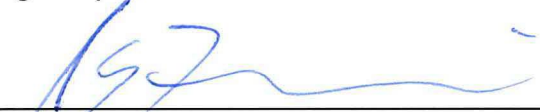
SEND RESUME

SEND WRITING SAMPLES

CALL FOR APPOINTMENT

OTHER

\_The Center for Sustainable Journalism\_(NAME OF YOUR ORGANIZATION) hereby affirms it is an equal opportunity employer offering employment without regard to race, color, religion, sex, national origin, or age, and provided Equal Employment Opportunity to handicapped individuals, disabled veterans of the Vietnam era. It is also stated that we are honestly representing the positions described above.

NAME (SIGNATURE): 

DATE: 8/2/17

TITLE: EXECUTIVE EDITOR

DATE POSTED BY PLACEMENT OFFICE \_\_\_\_\_

**RETURN BY Email TO ATTN: Mr. Thomas Gray at [tgray17@kennesaw.edu](mailto:tgray17@kennesaw.edu)**