



Internship Opportunities

We are a dynamic, results-oriented Seattle-based strategic communications and advocacy firm with a global view and a growing list of world-class clients. Nyhus is a smart, strategic, collaborative and well-connected firm that operates at the intersection of business, government and the community. We work hard and deliver exceptional results for our clients. Rated No. 7 on Washington CEO magazine's list of top public relations firms in Washington, Nyhus is regarded as the up-and-coming agency in the Pacific Northwest. This is a unique opportunity to join a growing firm poised for rapid growth.

We currently have opportunities for two tiers of paid internships supporting account executives and supervisors in a variety of public relations and public affairs client work. A full-time, six month internship is available to recent graduates, and current students are eligible for a part-time, three-month internship. Duties include writing press materials such as press releases, fact sheets, and marketing collateral; research; event coordination; and managing editorial calendars and media contact lists.

Responsibilities

- Support the public relations, public affairs, and new media and content services teams with multiple high-profile accounts
- Contribute to the development of thoughtful and effective strategic plans that maximize results for clients
- Write press releases, fact sheets, marketing collateral and other materials
- Coordinate and facilitate special events and press conferences
- Partner with clients and other team members to develop and implement key messages
- Coordinate editorial calendars and media contact lists
- Support internal team
- Manage vendors
- Track billable time precisely and consistently
- Administrative tasks

Qualifications

- BA/BS degree in journalism, communications, public relations or related field
- Basic understanding of communications strategies and tactics
- Exceptional written communications skills; journalism and/or student newspaper experience preferred
- Exceptional organizational and time-management skills, ability to prioritize projects and manage expectations effectively
- Strong attention to detail
- Positive attitude and ability to self-motivate
- Strong analytical and problem-solving skills
- Ability to support teamwork
- Solid judgment with regard to accuracy, responsiveness, integrity and discretion
- Ability to work well under deadlines and in high-pressure situations
- Solid computer skills with proficiency in PC-based systems, Microsoft Word, Outlook, PowerPoint and Excel
- Reliable transportation required

Applicants may be required to take a writing test during the interview process.

To apply, please send your resume and three writing samples to careers@nyhus.com, indicating in the subject line that you're seeking an internship. We respectfully ask that you refrain from calling about your application. We will contact you if we see a good fit.