



Communications Intern October 2011

The Northstar Problem Gambling Alliance in Roseville seeks a public relations/communications intern to work on public information campaigns, outreach activities and overall communications projects. Northstar Problem Gambling Alliance is the Minnesota Affiliate to the National Council on Problem Gambling. Our mission is to assist those affected by problem gambling and we do so through community awareness, professional education, training, research and advocacy.

This intern will work with the Northstar leadership team and external communication agencies to develop and coordinate print and electronic communications, educational material production and distribution, and special event activities. Current communications channels include monthly and quarterly information newsletters, packets of training materials, various advertising and public relations campaigns and online promotion.

Timing

This position is open immediately and requires a 4- month minimum commitment for 10-15 hours per week with flexible scheduling. Some duties require work in the Northstar Problem Gambling Office in Roseville, MN, while others can be accomplished via the internet. Supervision to meet education program requirements is available. This internship is paid with a stipend of \$12.50 per hour.

Contact: Executive Director Cathie Perrault, cp@northstarproblemgambling.org. Please send resume and cover letter via email. Find out more about Northstar at www.northstarproblemgambling.org, Facebook, Twitter and Blog.

Requirements

- Course work in public relations, communications, marketing or non-profit management
- Excellent written and verbal communications skills
- Creative thinker able to work independently and with a team on multiple projects
- Internet access and thorough knowledge of internet tools and apps
- Proficient in Microsoft Office
- Understanding and use of social media channels
- Interest in learning about nonprofit operations
- Interest or experience in mental health, addiction and recovery preferred