



**Communications and Outreach Internship  
Lincoln, Nebraska**

**Timeframe**

May 2022 – May 2023

**Duties and Responsibilities**

- Develop and implement internet-based communications programs including e-newsletters to members, managing NeCGA's social media programs, and updating NeCGA's website.
- Assist with communication programs and efforts to enhance NeCGA legislative efforts.
- Work to create copy for website and social media.
- Draft content for blogs and manage postings.
- Draft content for newsletters, brochures, articles.
- Assist Director of Grower Services with event planning including the annual Corn Grower Open and Annual Meeting
- Assist with other projects as assigned. Some travel required. Some travel required. Mileage will be reimbursed.

**Qualifications**

- Current enrollment in ag communications, ag business, ag leadership, ag journalism or *related* degree program.
- Intern shall have strong writing and verbal skills, ability to develop concepts into action and flexible schedule.
- Must have a working understanding of Nebraska agriculture.
- Proficiency in Microsoft Office programming required.
- Knowledge of WordPress website management preferred.
- Understanding of Adobe InDesign and Photoshop preferred.
- The position will use Constant Contact for web-based communications, training will be provided.

**Hours Per Week**

- May – August: 35 hours/week with some nights and weekends
- September – May: 10-15 hours/week

**Other Opportunities**

- Mileage reimbursement provided for travel
- Opportunity to attend the D.C. Leadership Program in Washington D.C. in February or March 2022
- Will work with the University to receive credit hours if needed

**Wage**

\$11 per hour

**Application Process**

Resume, three references, and cover letter of application should be sent to:

*Nebraska Corn Board  
Communications and Outreach Internship  
301 Centennial Mall South Fourth Floor  
P.O. Box 95107  
Lincoln, NE 68509*

Resume, three references, and cover letter may also be submitted by email to [kurtis.harms@nebraska.gov](mailto:kurtis.harms@nebraska.gov)  
Students must submit resume, references, and cover letter to the Nebraska Corn Board by 5:00 p.m. on November 5, 2021.