



# University Relations Internship Fact Sheet

The Office of University Relations at Western Illinois University offers one internship per semester to students in the University's College of Arts and Sciences (CAS), College of Fine Arts and Communication (COFAC), College of Education and Human Services (COEHS) and College of Business and Technology (CBT). The internship is open to graduate and undergraduate students for three credit hours per semester, and the number of work hours is based on internship requirements. The internship is writing intensive, but flexible to include areas of interest to students, including media relations, graphic design, photography, videography and event planning.

## During this internship students will:

- Learn the difference between journalistic writing and public relations writing, as well as the unique social media writing style.
  - Participate in day-to-day operations of the University Relations office.
  - Contribute to the University's Facebook, Twitter, Instagram, LinkedIn and Pinterest pages, as well as write entries for "Beyond the Belltower," the University's blog.
  - Work with the regional news media to promote University achievements and events.
  - Help create campaigns to enhance the University's promotional presence.
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## To qualify for this internship students must:

- Be at least a junior or senior at WIU, be in good academic standing with the University, and have a minimum GPA of 2.5 or higher.
- Complete and submit the required application, along with a resume and references.
- Sign a confidentiality agreement with the Office of University Relations.
- Agree to an in-person interview with University Relations staff.
- Submit three writing samples or examples of public relations/journalism/broadcasting experience. Course assignments are acceptable.
- Submit a letter of recommendation from a WIU faculty member.

**For more information about the internship program, contact  
Assistant Director of Communications Jodi Pospeschil at (309) 298-1993  
or by email at [jk-pospeschil@wiu.edu](mailto:jk-pospeschil@wiu.edu).**

**Your Potential. Our Purpose.**