



# COMMUNICATIONS/EXTERNAL AFFAIRS INTERNSHIP

## WHAT WE DO:

The Division of Emergency Management (FDEM) Office of Communications and External Affairs works to build effective relationships and partnerships with internal and external partners to advance the mutual needs of the emergency management community and to enhance our ability to serve the residents of Florida.

## WORK HOURS PER WEEK:

This is an unpaid internship with a minimum of 10 hours per week throughout the duration of the program. Your actual internship schedule will be determined between you and your direct supervisor.

## INTERNS WANTED!

*Are you looking to start a career in Emergency Management?*

The Florida Division of Emergency Management is accepting applications for Summer 2023 Interns.

Send your resume and application to [Internships@em.myflorida.com](mailto:Internships@em.myflorida.com).



## WHO WE'RE LOOKING FOR:

Students proficient in using Microsoft Office applications. Knowledge of social media management and best practices. Experience in drafting press releases, memos, letters, etc. Well-organized, able to work with multiple deadlines with little supervision

## DESIRED MAJORS:

Graphic Design, Communications, Public Relations/Advertising, Journalism, Writing, or related fields

*All intern positions are located in Tallahassee, FL.*

## THE DIFFERENCE YOU'LL MAKE:

As part of the FDEM Office of Communications and External Affairs, the intern has the opportunity to learn about the best social media practices, the importance of crisis communication in a disaster and how to write concisely for different audiences and emergency management. This position provides support to the entire Communications and External Affairs office.

## HOW TO APPLY:

Provide a completed State of Florida application along with your resume to our Intern Coordinator at [Internships@em.myflorida.com](mailto:Internships@em.myflorida.com).

