



Writing Internship-Women of Excellence

West Chester • Liberty Chamber Alliance

<https://www.thechamberalliance.com/>

Internship Description

The West Chester Liberty Chamber Alliance hosts the annual Women of Excellence event and are looking for student writers to create honoree bios for the event.

When a woman is nominated for this prestigious award, there is a letter campaign created for them by all of the people in their lives that wish to write reference letters on their behalf. From there, a nomination committee makes their selection based on the letters they receive. Once the honorees are selected, The Chamber takes all of the letters and combines them to create a unique bio for each of the women that will be published in the event program and will be used in The Chamber's PR and Marketing to share these wonderful women's stories.

The Chamber is looking for five (5) students that wish to pursue a career in writing or are extremely strong writers to write the bios. Each of the five students will be expected to write two (2) bios each. The student writing interns will have their work acknowledged at the event and in the publications, and could have the possibility to attend the evening. The event will be held Friday, November 15th at 7:00pm.

Schedule (days/hours)

Due to the short timeline for this experience, the following internship **time slots are all REQUIRED** for participation, and students unavailable for the listed dates/times will not be selected. Writing sessions will take place **Wednesday 10/2, Thursday 10/3, Friday 10/4 as needed. Times for writing will be 3:00-5:00pm.** Writing will take place at The Chamber offices. Should additional time be needed arrangements can be made.

Internship Expectations

Students must have a strong talent for writing and storytelling, with availability for the dates listed above. Students must also be able to provide their own transportation to and from the writing sessions and have their laptop available for the work.

Application process and deadlines

To apply, students must complete the Lakota Internship Application at www.lakotaonline.com/internships and denote the 'Chamber Women of Excellence' internship as the experience of choice. Resume and cover letter must be included for consideration. **Applications are due September 23, 2019 by 5:00pm.**

Lakota Point of Contact for Internship

With questions, contact Katie Bauer, Strategic Partnerships Coordinator at Kathryn.bauer@lakotaonline.com.

Internship Category-Communications/Marketing