



The Democratic Party of Georgia (DPG) is collecting applications for a paid Communications Intern. This person will assist our three-person Communications Team with tracking news clips, engaging with members of the media, drafting press materials, and maintaining databases.

**Responsibilities:**

- Monitor local media outlets and produce a daily news clips report every morning.
- Draft press materials, such as event advisories, press releases, and ICYMIs.
- Engage with local media outlets to secure coverage of events and stories.
- Maintain DPG databases and assist with tracking various projects.
- Assist with drafting internal communications materials.
- Perform other duties as needed.

**Qualifications and skills:**

- Meticulous, thorough, and able to juggle multiple tasks at once.
- Eager to learn and incorporate feedback.
- Reliable, adaptable to changing priorities, and communicative.
- Strong writing skills.
- Passionate about politics and committed to DPG’s mission.
- Familiar with Google Drive, including Google Docs and Google Sheets.
- Communications experience a plus.
- Knowledge of Georgia politics and/or Georgia media landscape a plus.

**Compensation and expectations:**

- This position pays \$15 an hour.
- The ideal candidate will be available to work a flexible schedule at least 15 hours per week, with a maximum of 20 hours per week.
- This position is based in Atlanta, Georgia, and preference will be given to candidates who are based in the state. The DPG office is currently operating on a remote work basis with some in-person Communications Team activities, in accordance with public health guidelines.

**How to Apply:**

- Please submit a resume and short cover letter addressing your interest and relevant experience/qualifications for this role with “Communications Intern” in the subject to [pressoffice@georgiademocrat.org](mailto:pressoffice@georgiademocrat.org). We are collecting applications on a rolling basis and will take the posting off our website when the application window is closed.

*The DPG believes our diversity is our strength and we encourage individuals with diverse backgrounds—including race, ethnicity, religion, gender, marital status, parenting status, sexual orientation, age, national origin, disability or veteran status—to apply.*