



COMMUNICATIONS
for better living™

Full-time Paid Internship

Recognized as an Elite 100 agency by *PRNEWS* and certified as a *Great Place to Work*™, BRG Communications is the creative force behind bold communications campaigns that address critical health and social issues, strengthen brand reputation, build awareness, educate and drive positive change. BRG clients include corporations, nonprofit organizations, industry associations and medical societies focused on health, science, safety and wellness for individuals and communities.

BRG Communications brings together dedicated, self-starters who challenge each other to deliver the highest quality outcomes for our clients through an engaging and collaborative team environment. Our team approach ensures we deliver exceptional results while maintaining a supportive and fulfilling environment, where top talent can thrive.

Candidate will be responsible for the support of individual account teams in providing top quality service for our clients. This includes handling a variety of projects and tasks including administrative support, research, writing, and media relations, including:

Responsibilities include, but are not limited to:

- Tracking media and managing coverage grids
- Conducting industry research for media interview preparation
- Researching digital influencers, potential partners, trade shows and speaking opportunities
- Assisting with business development research
- Updating client media lists using Cision
- Assisting with consumer and trade media outreach

The qualifications required for this position include:

- A recent college graduate with a strong interest in the field of public relations
- Excellent oral and written communications skills
- Strong administrative skills
- Ability to multi-task, manage deadlines and handle pressure in a fast-paced environment
- Excellent attention to detail and strong organizational skills
- Solid computer skills
- Previous internship experience