



CITY OF  
**VIRGINIA  
BEACH**

## Public Information Officer Support Intern

The Virginia Beach Communications department is a full-service agency providing strategic and tactical communication solutions for citywide departmental-level initiatives.

The department is in search of a Multimedia Communications Intern to specialize as a Public Information Officer Support Intern.

**Day to Day duties can include, but are not limited to:**

- Assist with preparing press releases, media advisories, and public information materials
- Help coordinate news release distribution and monitor local media coverage
- Support event communications and outreach
- Assist during emergency communications as needed.

**Expected Schedule / Hours:**

Candidates will work 15–20 hours per week (to be arranged based on student availability and office needs). The applicant is responsible to provide their own transportation to work and housing during the internship.

**Expected Start Date:**

September 2025

**Expected End Date:**

May 2026

**Required Education:**

Candidates seeking a degree in Communications, Public Relations, Journalism, English, or Marketing. Strong writing and editing skills preferred.

**Application Deadline:**

Open until filled

**Compensation (depends on academic year):**

- Freshman/Sophomore: \$15/ hour
- Juniors/Seniors: \$16/ hour
- Graduate Students: \$17/ hour

**Application Process:**

Interested candidates will need to complete an application for the Internship Program (Requisition #44589) by visiting [www.vbgovcareers.com](http://www.vbgovcareers.com).

Please include Cover Letter, Resume, and Transcript (unofficial will be accepted).

Incomplete applications will not be considered for the internship program.

References may be requested at time of interview. If you have any questions regarding this posting, please contact [HRRecruit@vbgov.com](mailto:HRRecruit@vbgov.com).

**APPLY TODAY!**

*The City of Virginia Beach is an Equal Opportunity Employer and does not discriminate based on age, sex, religion, national origin, race, disability, or political affiliation.*