



St. Patrick Center
Building Permanent, Positive, Change.

OUR mission
St. Patrick Center provides opportunities for self-sufficiency and dignity to persons who are homeless or at risk of becoming homeless. Individuals achieve permanent, positive changes in their lives through affordable housing, sound mental health, employment and financial stability.

ST. PATRICK CENTER COMMUNICATIONS CENTER Opportunities for Communications Internships

The St. Patrick Center Communications Center offers two focused internships, as well as a custom internship based on the interests of the student. Daily communications operations include copywriting, design, website management, email marketing, media relations, video production and still photography. This task diversity allows students to customize job duties to meet their interests and the requirements of their coursework. All internships are unpaid for college credit for Fall and Spring semesters, with flexible hours based on the student's schedule. (Students needing a summer internship will also be considered.) The agency work day is Mon-Fri 8am-4:30pm but could include some evenings and weekends.

Communications Intern, Video/Photography/Website/Email

Description. Intern will assist with daily tasks in the Communications Center related to video production, still photography, website management and email marketing. Duties include shooting video, digitizing video, editing video, video graphics, dubbing video, shooting still photos, managing digital photo files, adding and deleting website content, and creating and distributing email marketing messages.

Qualifications. Applicants should be pursuing a degree with emphasis in one or more in the following fields: video production, photography, website development and electronic communications. St. Patrick Center will provide a basic understanding of our computer system, our website content management system and our email marketing management system. The student should have a working knowledge of Microsoft Office programs. The student should also have a working knowledge of a television camera and editing software. St. Patrick Center shoots on mini DV and edits on Pinnacle Liquid Chrome. (We may change editing software to Avid Media Composer in Fall 2008.)

Communications Intern, Copywriting/Design/Media Relations

Description. Intern will assist with daily tasks in the Communications Center related to copywriting, graphic design, print materials management and media relations. Duties include writing corporate communications and media releases, designing marketing materials such as flyers, ads and signs, managing marketing materials to meet the needs of various departments, media relations, media pitches and media list management.

Qualifications. Applicants should be pursuing a degree with emphasis in one or more in the following fields: corporate communications, media relations, broadcasting, public relations, marketing and graphic design. St. Patrick Center will provide a basic understanding of our computer and printing system. The student should have a working knowledge of Microsoft Office programs like Word, Excel, Publisher and Powerpoint. The student should also have a basic knowledge of design programs like Photoshop and Illustrator.

Contact info. Applicants should send a cover letter and resume to Kelly Peach, Director of Communications, St. Patrick Center, 800 N. Tucker Blvd., St. Louis, MO 63101. Phone 314-802-0687; email kpeach@stpatrickcenter.org. Interviews for Fall semesters will be conducted in late July-early August. Interviews for Spring semesters will begin in November and conclude in early January, with respect to the holiday break.