

INTERNSHIP INFO

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WRTC

Spring 2024



Learn More:

Featured internship
placements for Fall 2024

Info session – 2 pm Friday,
March 22 at Harrison 2246

Find out more about WRTC
495: Internship in Writing,
Rhetoric and Technical
Communication

Internship placement approval

Prior to registering for WRTC 495, students should complete the **Internship Application Form** and **Internship Agreement** and submit them to WRTC Internship Coordinator Jen Almjeld at almjeljm@jmu.edu.

Find these forms and more info, including an FAQ and profiles of previous WRTC internship placements, visit <https://www.jmu.edu/wrtc/students/internships.shtml>



01/02

Apply early



Finding an internship

- Visit the [University Career Center](#).
- Join [Handshake](#) and LinkedIn to network with JMU alums and others seeking interns.
- Attend JMU Career Fairs.
- Make an appointment with WRTC Internship Coordinator Jen Almjeld (almjelm@jmu.edu).
- Follow WRTC on social media to keep up with networking and learning opportunities.

Get to know WRTC 495

- All WRTC majors need to work 150 hours at an approved internship placement to meet graduation requirements. Students must enroll in WRTC 495 at the same time they are working their internship hours. WRTC 495 is offered fall, spring and summer terms.
- WRTC 495 is an online course and requires students to complete bi-monthly Status Reports, a Closeout Report, and complete one visit (virtual or in person) to the University Career Center.

Featured Internships

- **JMU Content Management.** Editorial assistants. 10 hours per week and paid. Creative Suite and content management experience a plus. Contact Jim Heffernan at hefferjm@jmu.edu.
- **Church World Services.** Content creator. Internship coordinator is Jen Rafter, rafter@cwsglobal.org. Internship application found at <https://cwsharrisonburg.org/employment-and-internships/>
- **JMURJ Editorial and Design Internships.** To apply, submit letter of interest and résumé. More info at <https://www.jmu.edu/jmurj/jmurj-courses.shtml#INTERN>
- **JMU College of Integrated Sciences and Engineering (CISE).** Content Creators (2 positions each term). Research, interview and write stories for CISE website and social media. To apply, submit résumé, cover letter and three writing samples to intern coordinator Lynn Radocha at radochlm@jmu.edu.