

Federal Work-Study Position

To apply:

- Send your resume to position supervisor. See contact information below.

Department or Agency:	Public Relations
Position Location: Campus or City:	Burns' Hall Bentonville Campus
Position Classification:	Clerk
Hours Per Week:	15
Hourly Rate:	\$9.25
Position Begin Date:	07/01/19
Position End Date: Position	6/30/20
Supervisor: Supervisor	Elizabeth Kapsner
Email: Supervisor Phone:	ekapsner@nwacc.edu 479-936-5143
Purpose/Role of Position:	479-936-5143
Job Duties:	<p>Copywriter</p> <p>The NWACC Public Relations Copywriter would work with the Communications and Marketing Content Specialist to produce written copy that raises awareness of the college's offerings among students, employees, and community members. Copy will also be written for various marketing efforts that support the college's goals and objectives.</p> <p>Types of copy that you'll be asked to write are below. Such materials can be included in your portfolio for future educational and career opportunities:</p> <ul style="list-style-type: none"> - Press Releases - Email Communications - Blog stories - Website copy - Marketing material copy <p>About the NWACC's Public Relations/Marketing Departments:</p> <p>Marketing & Public Relations is responsible for marketing, branding, relations, and communications for all of NWACC. We lead NWACC's branding efforts by partnering with units from all areas of campus to create campaigns and materials that get results. Through internal and external partnerships, and multiple channels, we are honored to tell the college's story and show its value to our community, state, and world.</p>
Job Qualifications:	<ul style="list-style-type: none"> - A passion for writing - A sense of curiosity and creativity - Enjoys researching and learning new topics - Strong skills in grammar, punctuation and vocabulary - An ideal opportunity for students majoring in English, Communications, Journalism, Marketing or other related fields

Evaluation Procedures:

FWS Supervisors are encouraged to evaluate new FWS employees after 30 days and at least annually.

NWACC does not discriminate on the basis of gender, age, race, color, creed, religion, ancestry, national or ethnic origin, sexual orientation, gender identity, disability, genetic information, military status, veteran status, familial status, or any other protected category under applicable local, state, or federal law, ordinance or regulation