

ATTENTION:

The Charles County Sheriff's Office



Is now accepting applications
for the position of

Public Information Communications Intern



This is a noncritical unpaid intern position within the Charles County Sheriff's Office Public Information Office between May and September. School credits may be earned while in this position.

REQUIREMENTS:

- Ability to produce press releases, feature articles, correspondence and other written materials. Demonstrated writing and grammar skills are essential.
- Vast knowledge of social media platforms including Facebook, Twitter and YouTube
- Knowledge of photojournalism
- Possess strong organizational, planning, and public relations skills.
- Pass various clerical tests
- Ability to utilize a high level of discretion, good judgment, and confidentiality.
- May require occasional evening/weekend hours.

APPLICATIONS AVAILABLE AT:

Administrative Headquarters Building: 6915 Crain Highway, La Plata, MD

District I Station: 6855 Crain Highway, La Plata, MD

District II Station: 4401 Indian Head Highway, Indian Head, MD

District III Station: 2160 Old Washington Road, Waldorf, MD

Online at: www.ccsso.us

Closing Date: May 2, 2014

Please submit resume with completed application

For more information call: (301) 609-6417

AN EQUAL OPPORTUNITY EMPLOYER