

Come join our team! The Capitol Region Council of Governments is seeking a dynamic, and collaborative professional to join our Administration team as our Communication Intern. This position will support CRCOG's Senior Communications Manager and report directly to her.

This position will help support CRCOG's content development and social media marketing efforts. He/She/They will assist with tasks such as creating social media content, conducting media-related research, interviewing subject matter experts and writing articles, developing video content, archiving CRCOG documents, and community outreach (represent CRCOG at regional and community-focused events).

The ideal candidate will have:

- Strong writing skills and be able to provide between three and five writing samples
- Strong organization and project management skills
- Between 1-2 years college experience
- A background in using and creating social media content
- An optimistic attitude

### **About CRCOG**

The Capitol Region Council of Governments (CRCOG) is a voluntary Council of Governments formed to initiate and implement regional programs to benefit its member towns and the region. It is guided by the chief elected officials of our 38 Metro Hartford municipalities who recognize that the future of our individual members is tied to the future of our region. CRCOG is the largest of Connecticut's nine regional planning organizations with a population of 976,248 and serves as the Metropolitan Planning Organization (MPO) for the Metro Hartford area. The CRCOG region is well-situated between New York City and Boston, and is rich in diversity, history, and natural resources. CRCOG's team of professional staff work to promote responsible land use, sustainable transportation systems, economic vitality, and quality of life. The organization also advocates for its capital city and member towns and provides various shared services to facilitate governmental efficiency. For more information regarding CRCOG, please visit our website at [www.CRCOG.org](http://www.CRCOG.org).

### **Total Compensation**

The position will pay \$18 an hour, up to 20 hours a week, no more than three days a week. This is a hybrid position.

### **How to Apply**

Please address your resume and a cover letter to Ms. Aaliyah Miller, Senior Communications Manager. Electronic submissions are preferred and should be sent to [amiller@crcog.org](mailto:amiller@crcog.org), with the subject of the email titled 'Communication Intern.' The first review of resumes will be conducted on **April 19, 2024**, and the position will remain open until filled.

CRCOG is proud to be an Equal Opportunity Employer.