Capitol Radio Group-Promotions/Street Team

Street Address: 3501 East Sangamon Avenue, Springfield, IL 62707

Phone number: 217-753-5400

Email Address: kmizeur@capitolradiogroup.com

Agency Contact: Krystal Mizeur, Director of Marketing and Promotions

How should students contact this agency? Email

How should students submit cover letters and resumes? Email

General Description of this agency or business: Capitol Radio Group is home to 5 local radio stations, 103.7 WDBR, 100.5 WYMG, COOL 101.9, 93.9 ABE FM, WTX 1240AM. We host some of Springfield’s major events such as the WDBR Bridal Extravaganza, Kidsfest, Pet Fest & Zoolie Gholie. We are always looking for high energy people to add to our radio “family”.

Internship or Job Description:
Job duties include assisting staff in live remotes, station events, charitable fundraisers, board operations, concert and event proposals and much more.

Qualifications

• Must have command of the English language
• Must have good computer skills
• Must be able to lift at least 50 lbs
• Have knowledge of basic office equipment
• Willing to learn with an enthusiastic, outgoing personality
• Be available to work evenings and weekends as needed

Basic student learning anticipated:
Will help execute major events and learn the ins and outs of the radio business from a promotions stand point.

Hours per week: varies, 10-30+
Number of weeks: open
Position Available: Fall, Spring, Summer

Unpaid Updated: November 2012