Hanson Professional Services Inc.
Communications/Public Relations Intern

**Street Address:**  1525 S. 6th Street, Springfield, IL  62703-2886  
**Phone Number:**  217.747.9291  
**E-Mail Address:**  dberry@hanson-inc.com  
**Agency Contact:**  Darrel Berry  
**How should students contact this agency?** E-Mail  
**How should students submit cover letters and resume?** E-Mail

**General Description of Business:**
Hanson Professional Services Inc., is a national, award-winning engineering, architecture, planning, and allied services consulting firm. Web site: [www.hanson-inc.com](http://www.hanson-inc.com)

**Job Description:**
This position is responsible for assisting with writing and developing corporate marketing materials, news releases, professional articles and Web site content as well as assisting in corporate event planning.

The company recommends applicants to have completed COM 405 (Editing) and COM 210 (Media Writing) prior to or during the course of the internship. Experience in the Associated Press (AP) writing style is a plus.

Qualifications include strong written and verbal communication skills, proficiency with Microsoft Office, attention to detail, and strong organizational and time management skills.

**Basic student learning anticipated:** Working as a team member in a corporate setting, significant amounts of hands-on experience with AP writing style, event coordination with outside vendors, project photography research and coordination, and internal communication strategies.

**Hours per week:** 20  
**Number of weeks:** 15  
**Position Available:** Fall, Spring, Summer