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## BlueMedium

Architecture & Design Public Relations / Marketing Internship  
**Blue Medium Inc.**  
(New York City, NY)

Public Relations, Communications and Marketing firm specializing in visual arts, design, architecture and culture is seeking a bright, organized, dedicated and charismatic intern to join for a term lasting at least three (3) months to join its Architecture & Design Team.

Duties include, but are not limited to, maintaining press clippings and listings, researching new media contacts and publications, assisting with the production of media kits, helping to coordinate social media efforts, organizing our media storage and archives, as well as drafting outreach reports and clipping books for national and international architecture and design clients. Assisting with, and attending, special events will require occasional after-hours commitment.

Applicant should possess strong writing and organizational skills, excellent phone manner, an eye for aesthetics, and an ability to work well in a small office setting. Knowledge of the architecture and design world is a plus. Must be literate in Macintosh computers and Microsoft Office. Experience in Filemaker, Photoshop, and InDesign is strongly preferred. Interns are encouraged to participate in industry-related events. Desired applicants must be willing to commit to at least 3 full months.

Prospective interns should be available for a minimum of three full days per week (10am to 6pm). This internship offers a \$25 per day stipend for food and transportation costs. Please be available for an in-person interview. You may visit our website for further information at [www.bluemedium.com](http://www.bluemedium.com).

Please send cover letter, resume, and availability by email to [jobs@bluemedium.com](mailto:jobs@bluemedium.com). No phone calls please. EOE.

We are looking for a candidate who is available to start immediately.