

Beachcomber/B&A Internship Requirements

The intern is expected to complete the minimum 100-120 hours as required by the CSU journalism or communications department at a rate of 8-10 hours per week. Typical responsibilities include:

- Contribute at least one feature story of at least 600 words per issue of our bi-weekly newspaper. Optionally investigative stories of 1,200 words may be substituted. Optionally conduct a man-on-the-street type of interview on a current topic with photos of the interviewee.
- One feature story should be taken from a (provided) half-hour recording of a luncheon speaker at Long Beach Rotary or any other program speaker on a topic appropriate for our Long Beach readers.
- As appropriate, take photographs to accompany each news story or download high-resolution photos from the internet.
- Interns are encouraged to develop their own story ideas for approval by the publisher. In the absence of their own story ideas, interns are encouraged to write feature stories on local businesses and/or those organizations relating to their career goals.
- Participate in proofreading and editing of all content in each issue to conform to Associated Press Stylebook standards.
- Participate in uploading news stories and photographs of news items to our website and social media platforms.
- Participate in upgrading our social media platforms to maximize effectiveness.
- Public relations, marketing and communications majors may be asked to conduct research, prepare brochures, advertisements, fliers, news releases, social media usage and similar tasks relating to marketing communications activities on behalf of local companies and non-profit organizations.
- Conform to university standards for virtual internships with the supervisor and intern interface using email, phone, Zoom or Skype. Working at our offices is optional on a limited basis, if allowed by the university.
- Perform a self evaluation at the end of the internship written in the form of a news story explaining what you learned, what you wanted to learn more about and suggestions for future interns.

Apply by submitting a cover letter, resume and writing samples to publisher@beachcomber.news. If invited to do so, arrange for a half-hour interview at our offices, 5199 E. PCH #608, Long Beach, 9-5, weekdays. Call (562) 597-8000. This internship is open to junior or senior college students – preferably in journalism, communications, marketing or graphics-related majors – with some entry-level coursework in journalism required.