

SUEZ NJ Communications Summer Intern 2017
(UNCF Corporate Scholars)

Projects & Responsibilities

- Responsible for updating and editing customer communication items (Editing)
- Review and identify items for website updates
- Improve and work on Social Media Communications
 - Provide content and items for following programs:
 - Watershed Recreation
 - School Outreach
 - Community Outreach
 - Conservation
 - Water related tips and information
- Review and update Town/Official Database
- Review and update school outreach database
- Work on visuals for NJ division: video and photography
- Support Communications Dept where necessary including attending community outreach and volunteer events
- Assist with administrative needs (filing, copying, labels, etc.)
- Assist with Half Marathon objectives and items
- Support and assist with other communication or community outreach items as necessary locally or corporately