

Boulder Jewish News

Internship Description & Responsibilities

The Boulder Jewish News Intern is responsible for 3 key areas:

1. Articles about Jewish Life at the University of Colorado
2. Articles about teens in the Boulder Jewish community
3. Social media related to @CUJewishBufs

The intern will gain experience in Wordpress and social media such as Twitter and Facebook. An author account will be set up on the Boulder Jewish News site for the intern's use.

Overall time commitment per week:

- Researching and Writing Articles about Jewish life at CU 2 - 4 hours
- Researching and writing articles about teens 1 - 2 hours
- Social Media (tweets, Facebook, etc)..... 1 - 2 hours

A further description of each of these areas follows:

Articles about Jewish Life at the University of Colorado (CU Jewish Bufs)

The primary goal of the internship is to be the reporter for Boulder Jewish News on the CU campus, covering aspects of Jewish life for both a campus audience and the wider Boulder Jewish community audience. This is where the majority of time will be spent. The intern will write 2 or more articles each week:

- 1 "This week for CU's Jewish Bufs" article each week, posted by noon each Sunday
- 1 or more additional articles each week, which may include:
 - Special event on campus (speaker, holiday event, social event)
 - Program article about a regular program or class, or a particular session of a regular program
 - "4Q's " (question-style interview) with notable members of the campus Jewish community – may include students, instructors, visitors rabbis or other interns
- Attending programs on campus for the purpose of writing articles about them is included in the estimate of time on this activity.

- Publicity-style articles (pre-event) are fine as well as post-event articles, especially with photos.
- Photo collages, articles with videos and other creative reporting/writing is encouraged.
- This is an opportunity to help promote events or programs of the Jewish Studies Program as well.

Articles about Teens in the Boulder Jewish community

- The intern will write bnai mitzvah announcements on a regular basis, using info from the Community Calendar and other info (lists) provided by local synagogues. These are published the Sunday before the Shabbat of the simcha, and need to be posted by noon each Sunday.
 - Some weeks do not have a bnai mitzvah event.
 - The intern may submit these up to a month at a time, and enter the appropriate publishing date when submitted.
- Articles about teen activities in the community. This can include:
 - Stories about projects teens do as part of their B'nai Mitzvah experience
 - Stories about youth group events
 - Stories about J-Teen / Boulder Jewish Teen Initiative activities/programs
 - Cultivating others in the community to help write the articles (such as advisors or program directors)
 - The goal for this activity is 2 articles per month

Social Media

- The intern will tweet from the account @CUJewishBufs
- Tweets will generally include links to articles on Boulder Jewish News that are of interest to the Jewish community at CU, as well as retweets of interesting news for the campus and wider Boulder Jewish community
- The goal for the internship is to increase followers of @CUJewishBufs to 200 by the end of the internship (now at 133; hasn't been active since 2012)