Position: Online Communications and Community Assistant  
Office: MSU University Outreach and Engagement  
Deadline for Application: February 11, 2011

University Outreach and Engagement is seeking a student (graduate or advanced undergraduate) to develop website content and social media communications for the National Outreach Scholarship Conference (NOSC), which will be held at MSU October 2-4, 2011. The position entails providing consistent updates about relevant events, announcements, and news to the community of scholars and professionals who attend, lead, and contribute to the NOSC. It is not a website programming position, but rather a research and writing position for someone who likes doing those things online. The successful candidate must have:

- strong writing skills;
- the ability to identify and compile relevant information resources;
- experience effectively utilizing social network sites;
- the availability to work in this position through the end of the conference (extension of the position is possible thereafter depending upon the quality of the work).

This is an hourly position, available for 15 hours per week, housed in the University Outreach and Engagement offices in the Kellogg Center, and open to MSU students only. Interested students should email a cover letter, resume, and writing sample to Ghada Georgis (georgisg@msu.edu) by February 11, 2011 to apply.