

# The School Administrator

The Official Monthly Magazine for School System Leaders

## Attention: Journalism Students

**W**e seek college students with good editing, reporting and communication skills who enjoy working as part of a team. Our editorial staff is small, and we enjoy and value the chance to work with college students.

Students looking for hands-on experience are encouraged to apply for an internship with *The School Administrator*. Interns have an opportunity to participate in a variety of editorial activities, from researching and assisting with photo research to writing short news items and proofreading.

As the monthly magazine of the American Association of School Administrators, *The School Administrator* is one of the most widely read trade magazines among the nation's school superintendents. More than 23,000 people read it — including public school superintendents, assistant/associate superintendents, school business officials and principals.

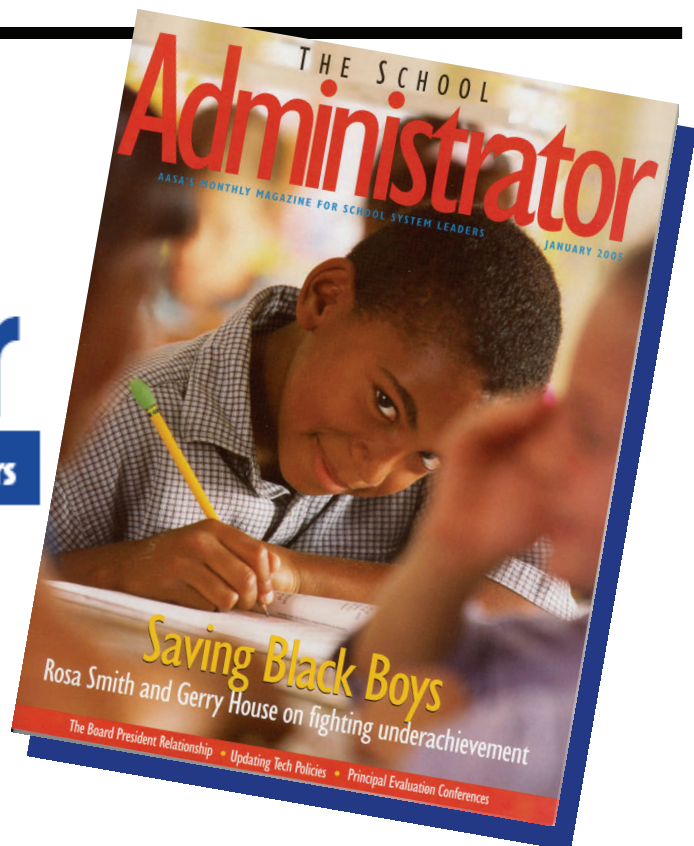
*The School Administrator* is not an academic journal. Instead we strive to publish feature articles that contain practical information written in an engaging style. Features and columns are generally written by reporters for major dailies, school leaders and leading experts. We cover issues such as school board relations, service learning, leadership, violence prevention, performance evaluation, high-stakes testing, recruiting and retaining staff, alternative schools, school choice, technology in schools, health and wellness and curriculum trends. A monthly humor column called "Leadership Lite" looks at the lighter side of school administration.

*The School Administrator* offers one internship per semester (including summers) to a qualified student studying journalism, communications or a related field. Experience with Microsoft Word, the Internet and Associated Press style are helpful, but not required.

Interns at *The School Administrator* have the opportunity to assist with many facets of news gathering, photo research and production.

Duties may include:

- writing short news items and drafting captions and credits;
- copy editing and copy fitting, proofreading and fact checking;
- scanning photos for Web and print usage;



- finding photos relevant to the subject matter;
- setting up photo shoots of authors; and
- maintaining the monthly listing of photo expenses and contacts.

The association is based in Arlington, Va., several blocks from the Ballston Metro station. Work hours are business hours (9 a.m.-5:30 p.m.) with the days varying according to the intern's schedule. A minimum of 20 hours per week is requested.

To be considered, send a cover letter stating your strengths and interests, a resume, two writing samples and journalism classes completed to:

Liz Griffin  
Managing Editor, *The School Administrator*  
American Association of School Administrators  
801 North Quincy St., Suite 700  
Arlington, VA 22203  
703-875-0753  
Fax: 703-528-2146  
E-mail: lgriffin@aasa.org

Please indicate the semester for which you are applying (including dates) and what days you will be available. Please state whether you will receive college credit for the internship.

Be sure to check out our website at  
**[www.aasa.org](http://www.aasa.org)**  
Simply "click" on the magazine.