

RAYNOR AVE.

Public Affairs

Job Title: Intern/Fellow

Location: Washington, DC

Reports To: Associate/Director

Position Type: Part-time (25-35 hrs/week)

ABOUT US:

Raynor Ave. has decades of unique expertise in public relations, crisis communications, campaign management, and government service in both Congress and the Administration. We know how to communicate complex public policy where it counts. Having worked at firms big and small, our team has built public affairs campaigns that enhance brand awareness and reputation among key stakeholders, influence regulatory decisions and public policy, and drive effective earned media campaigns at the federal and state levels.

Visit our website to learn more: <https://www.raynoravenue.com/>

OVERVIEW:

Raynor Ave. seeks a Winter/Spring Intern or Fellow with a desire to deepen their public policy and communications acumen in issues such as technology, aerospace and defense, public broadband, and telecommunications. You'll sharpen core PR skills, help shape public conversations, and work on timely, high-impact policy issues.

Our **Intern** role is open to candidates currently pursuing their undergraduate degree. Our **Fellow** role is open to candidates who will have completed their undergraduate degree prior to December 2025 and are ready to jump into hands-on communications work in a fast-paced, collaborative environment.

- **Duration:** Our Spring 2026 Program runs from early January to mid-to-late May.
- **Hours:** We are prioritizing Interns/Fellows available for 25-35 hours a week, with a preference for in-person applicants. We are not considering fully remote applications at this time.
- **Location:** This role is largely based in our Washington, D.C. office, just off the Red Line, with interns also expected to have a professional, quiet work arrangement set up at home while working remotely.

PRIMARY RESPONSIBILITIES:

- Compile morning press clips
- Conduct research and analysis in support of client needs
- Help create social media content, copy, and strategy for clients/campaigns
- Create media/press lists
- Draft media advisories and press releases

- Support media pitches and press outreach
- Support other projects as needed, including annual reports, newsletters, and blog posts
- Assist in the preparation and planning for client conferences
- Assist in company PR efforts

ESSENTIAL SKILLS:

- Attention to detail and strong organizational skills
- Excellent writing skills and the ability to work under tight deadlines with shifting priorities
- Strong research and analysis capabilities
- Familiarity with social media platforms, analytics, and engagement tactics
- Enthusiasm and desire to work hard both independently and part of a small team
- Ability to summarize complex topics in a succinct and accessible manner

ADDITIONAL DETAILS:

Compensation:

- **Intern:** \$18 per hour
- **Fellow:** \$22 per hour

HOW TO APPLY

Email your resume and cover letter to Jennifer Ciesielski: jennifer@raynoravenue.com

Raynor Ave. is an Equal Opportunity Employer. We value diversity and are committed to providing employment opportunities to all qualified applicants without regard to race, color, religion, gender, national origin, age, disability or veteran status.