

**Current Energy is an innovative corporation with a true sense of social and environmental responsibility; joining our team is a great opportunity to make a green impact.**

**Position:** Intern for Current Energy media production

**Term:** 1-2 semesters; 12-20 hours/wk

**Company Overview:** Current Energy, an energy efficiency solutions provider, is seeking an existing college student who is interested in pursuing a career in media communications. The ideal candidate is self-motivated, and thrives in a fast-paced environment. Acquiring college credit is also a possibility.

**Brief Position Description:** Assist in the operations of the Current Energy Report radio show and Good Morning Texas television segment. The Current Energy Report currently airs on KLIF 570 AM from 3-4pm every Saturday. The GMT Segment currently airs on Channel 8, Thursday mornings.

**Primary Duties and Responsibilities: (Not all inclusive)**

- Research topics for conversation (Examples: tips, stats, industry updates, energy policy, top 10's)
- Book guests (Examples: Representatives from manufacturers, sub-contractors, industry leaders and professionals, government officials, celebrities etc.)
- Write Segment/script outlines for television and radio show (what are we going to talk about on each show)
- Opportunity to participate in on-air radio segments
- Take notes about what's discussed on each show. Topics will be spliced, cataloged and uploaded to [www.currentenergyreport.com](http://www.currentenergyreport.com). This includes all previously aired shows.
- Assist in the management of [www.currentenergyreport.com](http://www.currentenergyreport.com) (uploading shows and run analytics)
- Revise and manage radio spots. Possibility to sell additional spots to vendors.
- Presents professional and personable image with a positive attitude and a professional demeanor.
- Maintains good working relationships with all employees.

**Requirements:**

- High school diploma
- Currently enrolled in a college or university
- Proficient in Microsoft Word, Excel and Outlook
- Excellent organizational, written and verbal communication skills
- Maintains confidentiality of sensitive information
- Manages multiple tasks
- Superior interpersonal skills
- Flexible, adaptable, and embraces change
- Some availability on Saturdays
- Ability to; sit at a desk and use a computer and phone for an extended period of time, communicate with employees, customers, and guests. Occasional lifting of up to 30 pounds is required. Physical requirements will vary; this is not all inclusive of physical demands.

**All inquires will be kept confidential. Current Energy is an Equal Opportunity Employer M/F/D/V. Please send resume, to [marci.sogan@currentenergy.com](mailto:marci.sogan@currentenergy.com). or fax to 469-533-7652**