



<https://www.internshipsea.online/job/city-of-fort-worth-internship/>

City Of Fort Worth Internship Employment Communications 2025 In US

Description

The City of Fort Worth is seeking a motivated and detail-oriented intern to join the Employment Communications team. This internship provides hands-on experience in workforce communications, public relations, and HR outreach efforts. The intern will assist in creating content, managing communication channels, and supporting employee engagement initiatives.

Responsibilities

- Assist in drafting, editing, and publishing internal and external communications related to employment opportunities and HR initiatives.
- Manage social media and digital platforms to promote job openings and workforce engagement programs.
- Support the development of newsletters, reports, and presentations for employment-related updates.
- Conduct research on best practices in employment communications and recommend improvements.
- Help organize and coordinate recruitment events, job fairs, and employee engagement activities.
- Collaborate with HR, marketing, and public affairs teams to ensure cohesive messaging.
- Perform other administrative and communication tasks as needed.

Qualifications

- Currently enrolled in an accredited college or university program pursuing a degree in Communications, Public Relations, Human Resources, Marketing, or a related field.
- Must be eligible to work in the United States.

Experience

- Prior experience in communications, marketing, public relations, or human resources is preferred but not required.
- Experience with social media management and digital content creation is a plus.

Skills

- Excellent verbal and written communication skills.
- Strong attention to detail and organizational abilities.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and content management tools.
- Knowledge of social media platforms and basic graphic design is a plus.
- Ability to work independently and collaboratively in a team environment.
- Strong research and analytical skills.

Hiring organization

City Of Fort Worth Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Fort Worth, TX, United States,
76102,, Fort Worth,, TX,, United States,

Working Hours

8

Base Salary

10

Date posted

September 19, 2026

Valid through

18.02.2026

Job Benefits

- Hands-on experience in employment communications and public relations.
- Opportunity to work with experienced professionals in government communications and HR.
- Networking opportunities within the City of Fort Worth.
- Flexible work schedule to accommodate academic commitments.
- Potential for academic credit (subject to university approval).

How To Apply

Interested candidates should submit a resume, cover letter, and any relevant work samples through the City of Fort Worth's official job portal. Applications will be reviewed on a rolling basis until the position is filled.

[Job Vacancies Portal Here:](#)