

To apply for a GPE Fellow position: Submit an updated resume and cover letter to gsasprofessionaldevelopment@yale.edu with the subject header “[Name of Fellow position]” by December 8 at 11:59 p.m.

Professional Development Fellow in Media Relations and Storytelling— Office of Public Affairs and Communication

Mentor: Karen Peart and Eric Gershon, Karen Peart: Associate Vice President for Communications; Eric Gershon: Assistant Vice President, Editorial, Office of Public Affairs and Communication, Associate Vice President for Communications; Assistant Vice President, Editorial, Office of Public Affairs & Communications

Fellow Title: Professional Development Fellow in Media Relations and Storytelling—Office of Public Affairs and Communication

Organization Name: Office of Public Affairs & Communications

Organization Website: 2 Whitney Ave., New Haven, CT

Organization Description:

Yale’s Office of Public Affairs & Communications (OPAC) is the central administrative unit responsible for producing, coordinating, and broadcasting news about Yale. Working in partnership with various school- and unit-based communications teams around campus, OPAC safeguards and advances the university’s overall reputation and generally brings Yale to life for mass audiences through Yale-controlled and external media.

GPE Fellow Responsibilities:

Essential duties would include:

- Writing engaging pitches about academic research to members of the news media
- Engaging in insights and analytics projects to understand how Yale is showing up in earned and social media
- Helping to lead media trainings and prepare faculty for external media interviews
- Assisting with curation of the In the Media section of the Yale Today newsletter
- Creating media contact lists, both subject- and priority-specific, as requested
- Updating the Yale external media experts list
- Drafting and editing responses to inquiries from the news media and other communications projects
- Contributing to Yale News editorial projects as needed

- Assisting with other duties as assigned

Desired GPE Fellow Qualifications:

We are looking for a candidates who demonstrates a clean, clear writing style; strong verbal and public speaking communications skills; interest in news and current events; and an ability to work both independently and collaboratively

GPE Fellow Learning Objectives:

The fellowship is an excellent opportunity for people interested in strategic communications, media relations, higher education administration, insights and analytics. It also offers exposure to the full breadth and complexity of a major research university. Given the sensitive nature of many issues addressed by OPAC, the fellow must exercise significant discretion in handling and sharing information. The fellow would be involved in many, if not most, aspects of OPAC's mission.

Number of Available Positions: 2