



GOVERNMENT RELATIONS | PUBLIC AFFAIRS | ASSOCIATION MANAGEMENT

Association Management Meetings and Event Internship **Spring 2025**

Who we are

Public Strategies Impact (PSI) is a leader in government relations and association management, setting the standard for client satisfaction. We provide a full range of services with detail-oriented precision; we are friendly, efficient, and goal orientated. In business for nearly 35 years, PSI maintains its boutique size to ensure outstanding attention to every client. We currently manage 11 associations and have over 100 government affairs clients.

Internship Description

Our team is currently seeking a meetings and event planning intern to assist with our association management operation for the Spring 2025 semester. Interns will assist with preparing meeting and event materials, drafting membership marketing emails and social media posts, and provide administrative support for our diverse client base. Our association clients include the NJ Tourism Industry Association, the Association of New Jersey Recyclers, the NJ Association of Landscape Architects, among others. More information about our association management services and the firm can be found [here](#).

Qualifications

Internship applicants must be enrolled in a 2- or 4-year college or university. Applicants should be studying event planning and production, marketing, communications, business administration, or a related discipline.

Working Hours

PSI is open from 9am-5pm Monday through Friday. Interns will be expected to work in-person at our office in Trenton on a part-time basis during that timeframe. Individual scheduling will be determined upon hiring and will be flexible to accommodate the intern's academics, work schedule, and other obligations.

How to Apply

Interested students should send their resumes and direct any questions to Stephanie McFarland and smcfarland@npsi.com.