

**TOW AWAY**

Have you seen this intern?



If so, please report him  
to The Washington Ad Club  
Foundation

**IF TOWED \$5000**

**2005 WASHINGTON AD CLUB FOUNDATION  
INTERNSHIP GUIDE**

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE

September, 2005

Dear Educator,

As you know, the fusion of classroom education and industry experience is crucial to providing students with the preparation they need to start illustrious careers after graduation. This is especially true in the fields of advertising and communications.

To this end, The Washington Ad Club Foundation has compiled this directory of internship opportunities in the Washington DC metro area. Finding an advertising/communications internship is now more streamlined than ever for students, as all the information they need to get started is consolidated in this book.

Please help ensure this resource gets in the hands of students that need it, and encourage students to take the initiative to bolster their education with real world experience. Students may also find this information online at [www.DCAdClub.com](http://www.DCAdClub.com).

Sincerely,

The Washington Ad Club Foundation

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



The Ad Solution, Inc.		www.adsolution.com
COMPANY		WEBSITE
Customer Service		
DEPARTMENT		
April May	VP of Operations	april@adsolution.com
CONTACT	TITLE	E-MAIL
301-231-8600 x105	301-881-9496	
PHONE	FAX	
11810 Parklawn Dr, Suite 210		
ADDRESS		
Rockville	MD	20852
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- White Flint \_\_\_\_\_
- METRO Bus Stop

**Summary of Business**

Promotional product distributor that works with Fortune 500 corporations, local businesses, non-profit, government agencies, ad agencies and accounting/legal firms.

**Start/End Dates**

09/01/05

**Responsibilities**

Data entry, Customer Service, Vendor relations, Proofing

**Specific Software**

Adobe Illustrator, Adobe Photoshop, Microsoft Word, Excel, Powerpoint

**Comments/  
Special Requirements**

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



American Bankers Association		ABA.com
COMPANY		WEBSITE
Human Resources		
DEPARTMENT		
Tara Smith	Human Resources Assistant	taras@aba.com
CONTACT	TITLE	E-MAIL
202-663-5239	202-828-5045	
PHONE	FAX	
1120 Connecticut Ave, NW		
ADDRESS		
Washington	DC	20724
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Farragut North/ Farragut West
- METRO Bus Stop  
Connecticut Ave & L \_\_\_\_\_

### Summary of Business

Founded in 1875 and based in Washington, D.C., the American Bankers Association represents banks of all sizes on issues of national importance for financial institutions and their customers.

### Start/End Dates

June / August

### Responsibilities

### Specific Software

Microsoft Office Outlook

### Comments/ Special Requirements

An applicant must currently be either an undergraduate or graduate student, and should hold at least a 2.0 grade point average.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



American Red Cross www.redcross.org  
 COMPANY WEBSITE

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Communication and Marketing: Advertising  
 DEPARTMENT

Marin Graney Advertising Associate GraneyM@usa.redcross.org  
 CONTACT TITLE E-MAIL

202-303-4426  
 PHONE FAX

2025 E Street, NW - 8th Floor  
 ADDRESS

Washington DC 20006  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
  - METRO Bus Stop
- Foggy Bottom/Farragut N & W

**Summary of Business**

Mission: The American Red Cross, a humanitarian organization led by volunteers and guided by its Congressional Charter and the Fundamental Principles of the International Red Cross Movement, will provide relief to victims of disaster and help people prevent, prepare for, and respond to emergencies.

**Start/End Dates**

**Responsibilities**

1)help develop, create, distribute and track PSAs 2)lead supplemental advertising projects 3) support two-person Ad Unit in helping chapters with advertising as well as other internal and external entities.

**Specific Software**

Outlook, Word, Excel

**Comments/  
Special Requirements**

We are a very small unit with a very large job and would like to always have one intern to work with us. We have someone for Fall 2005 and will look for someone to come in for Spring 2006.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Arnold Worldwide		www.arnoldworldwide.com
COMPANY		WEBSITE
Human Resources		
DEPARTMENT		
Helen Searles	Human Resources Manager	hsearles@arn.com
CONTACT	TITLE	E-MAIL
703-288-7534		
PHONE	FAX	
1600 International Drive, Suite 300		
ADDRESS		
McLean	VA	22102
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station
- West Falls Church \_\_\_\_\_
- METRO Bus Stop
- in front of building \_\_\_\_\_

### Summary of Business

Arnold Worldwide/Washington is a full service integrated Advertising Agency serving a variety of clients with all mediums of advertising solutions. We offer internships in Account Management, Brand Planning, Creative Services, Media and Finance.

### Start/End Dates

June / August

### Responsibilities

Vary by Department

### Specific Software

n/a

### Comments/ Special Requirements

We offer internships during the summer and during fall and spring semesters for undergraduates in their Jr. or Sr. year of college. Our program qualifies for course credit at most institutions.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



August, Lang & Husak www.alhadv.com  
 COMPANY WEBSITE

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Account Service  
 DEPARTMENT

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Bonnie Weaver Vice President, Account Supervisor bweaver@alhadv.com  
 CONTACT TITLE E-MAIL

---

301-657-2772 301-657-9895  
 PHONE FAX

---

4630 Montgomery Avenue, Suite 400  
 ADDRESS

---

Bethesda MD 20814  
 CITY STATE ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid stipend (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Bethesda
- METRO Bus Stop  
Wisconsin Ave., & E-W Highway

### Summary of Business

AL&H is a full service advertising agency specializing in consumer and business-to-business advertising, and new product/new concept introductions. Clients are international, national, regional and local accounts.

### Start/End Dates

during semesters / or during summer

### Responsibilities

Assist with day-to-day activities of account service department, including providing support to media and creative departments. Will be given opportunity to participate in internal planning, production and creative sessions, as well as client meetings. Will assist with new business development and research.

### Specific Software

PC skills a must (Word, Excel). MAC skills a plus.

### Comments/ Special Requirements

Currently studying in related field (i.e. marketing, advertising, public relations or design). Must be a motivated, self-starter.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



BatesNeimand		www.batesneimand.com
COMPANY	WEBSITE	
DEPARTMENT		
Andy Schacht	Sr. VP/General Manager	andys@batesneimand.com
CONTACT	TITLE	E-MAIL
202-637-9732	202-637-9733	
PHONE	FAX	
1025 Vermont Avenue, N.W., Suite 830		
ADDRESS		
Washington	DC	20005
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid TBD (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- McPherson \_\_\_\_\_
- METRO Bus Stop

Summary of Business

Social marketing firm that works primarily on advocacy, cause related issues for nonprofits.

Start/End Dates

No specific / No specific

Responsibilities

Usually have an account intern and a graphic design intern.

Specific Software

Comments/  
Special Requirements

Accept interns for school credit hours.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



The Bomstein Agency www.bomstein.com  
 COMPANY WEBSITE

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Creative, Account Service & Public Relations  
 DEPARTMENT

---

Joanne Williams President jwilliams@bomstein.com  
 CONTACT TITLE E-MAIL

---

202-965-6470 202-338-8835  
 PHONE FAX

---

2233 Wisconsin Ave., NW, Suite 500  
 ADDRESS

---

Washington DC 20007  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid stipend (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- Tenley \_\_\_\_\_
- METRO Bus Stop

**Summary of Business**

The Bomstein Agency is a full service advertising and public relations company. Visit [www.bomstein.com](http://www.bomstein.com) to learn more about us.

**Start/End Dates**

Fall, Spring, Summer

**Responsibilities**

Specific to each department.

**Specific Software**

Creative: Quark, Photoshop, Illustrator PR & AE: Microsoft Office

**Comments/  
Special Requirements**

Must be Junior or Senior majoring in related field.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



BrabenderCox		www.brabendercox.com
COMPANY		WEBSITE
DEPARTMENT		
Kelli Phiel	Account Executive	kphiel@brabendercox.com
CONTACT	TITLE	E-MAIL
703-896-5300	703-896-5315	
PHONE	FAX	
201 Liberty Street, SW		
ADDRESS		
Leesburg	VA	20175
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station
- METRO Bus Stop

### Summary of Business

BrabenderCox has been recognized as one of the most creative political media, advertising and public relations firms in the country. While we specialize in Republican political campaigns we are a full service marketing advertising agency including corporate advertising, market research, broadcast production, media planning, public relations, and creative/graphic design. The environment here is fast-paced and exciting.

### Start/End Dates

### Responsibilities

The internship experience at BrabenderCox is a real-world blend of politics, advertising and creativity. Here is a brief list of activities our interns have done: Learn voter targeting methods, participate in creative development/brainstorming meetings and client meetings, maintain media relations, develop media lists and monitor key outlets, coordinate media events for clients, assist in developing and implementing marketing plans, assist with general administrative tasks.

### Specific Software

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



CallSource	www.callsource.com	
COMPANY	WEBSITE	
<b>Technology</b>		
DEPARTMENT		
Joe Summers	Northeast Regional Sales Manager	jsummers@callsource.com
CONTACT	TITLE	E-MAIL
888-839-0248	1-301-865-2924	
PHONE	FAX	
5499 Ross Court		
ADDRESS		
New Market	MD	21774
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- \_\_\_\_\_
- METRO Bus Stop
- \_\_\_\_\_

Summary of Business

Call Tracking/Monitoring, Expert Analysis, Expert Training, Call Centers

Start/End Dates

Responsibilities

Specific Software

Comments/  
Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Comcast Spotlight		www.comcast.com
COMPANY		WEBSITE
Advertising Sales		
DEPARTMENT		
Gregory Lourie	Account Executive	greg_lourie@cable.comcast.com
CONTACT	TITLE	E-MAIL
240-482-1448	240-482-1455	
PHONE	FAX	
7501 Wisconsin Ave Suite 650		
ADDRESS		
Bethesda	MD	20814
CITY	STATE	ZIP CODE

## District of Columbia Location

- Northwest
- Capitol Hill
- Other

## Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

## Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

## Transportation

- Car Needed
- Free Parking
- Pay Parking

## Computer Skills

- MAC
- PC
- N/A

## Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

## Access by Public Transportation

- METRO Train Station
- Bethesda \_\_\_\_\_
- METRO Bus Stop

## Summary of Business

The Ad Sales Division of Comcast Communications is responsible for generating revenue for the company by selling solutions to client needs. Solutions include air-time on cable networks in the Washington, DC market, interactive ads on various Comcast websites and other new media applications. The Ad Sales Division works closely with Comcast SportsNet and the internal marketing arm of Comcast Communications.

## Start/End Dates

Spring Semester / end of school

## Responsibilities

You will learn the duties of our Sales Assistants. You will see the inner workings of an Ad Sales Office, help assistants enter new client orders, work with Account Executives to manage current client ad campaigns, recap campaigns upon their completion, aid assistants in creating and maintaining Comcast's Master Files, edit proposals for Account Executives and perform other administrative duties to assist the team.

## Specific Software

Knowledge of Microsoft Office Suite (Word, Excel & Powerpoint a MUST)

## Comments/ Special Requirements

Looking for an individual who is detail-oriented, has the ability to multi-task and work in a team environment and has a desire to learn about sales and marketing.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



D.C. Bar		www.dcbar.org
COMPANY		WEBSITE
Communications		
DEPARTMENT		
Dominick Alcid	Marketing Advertising Representative	dalcid@dcbar.org
CONTACT	TITLE	E-MAIL
202-737-4700 x373	202-626-3471	
PHONE	FAX	
1250 H St NW Suite 600		
ADDRESS		
Washintgon	DC	20005
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \$10-\$12 (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Metro Center \_\_\_\_\_
- METRO Bus Stop  
\_\_\_\_\_

### Summary of Business

The District of Columbia Bar has an opening available for a Marketing/Advertising Intern in the Communications Department. The position has a temporary expected duration not to exceed a six-month period. This position will report to the Marketing/Advertising Representative.

### Start/End Dates

### Responsibilities

Assemble and send/deliver media kits; Conduct revenue analysis for top advertiser accounts; Undertake analysis of banner advertising on other web sites and provide alternatives on how to increase attractiveness of the D.C. Bar's Web advertising; Maintain updated lists of current and potential advertisers; Market research; Other duties as assigned by the Marketing & Advertising Representative.

### Specific Software

### Comments/ Special Requirements

1. Currently enrolled at a college or university. 2. MS Office knowledge required; proficiency in MS Excel highly desirable. 3. Must interact well with staff, Bar members, and the public.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



DC Lottery and Charitable Games Control Board      www.dclottery.com  
 COMPANY      WEBSITE

Sales/Marketing/Communications  
 DEPARTMENT

Arrelle Anderson & Leslee McRae      arrelle.anderson@dc.gov  
 CONTACT      TITLE      E-MAIL

202-645-8968 & 202-645-8023  
 PHONE      FAX

2101 Martin Luther King, Jr. SE  
 ADDRESS

Washington      DC      20020  
 CITY      STATE      ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Anacostia \_\_\_\_\_
- METRO Bus Stop  
B2 \_\_\_\_\_

### Summary of Business

The DC Lottery is a revenue-generating agency of the District of Columbia. Since 1982, we have transferred more than \$1.1 billion to the General Fund that supports Education, Parks & Recreation, Public Safety, Housing, and Senior & Child Services. Our mission is to generate revenue for the District of Columbia through the operation and regulation of a lottery, and through the regulation of charitable gaming.

### Start/End Dates

varies

### Responsibilities

We offer college internships in the Sales/Marketing/Communications department. Interns will have the opportunity to work on projects that expose them to sales promotions, product management, creative writing and research analysis. Interns will also work with Advertising Agencies, Research Firms and Game Development Companies. We seek interns who are eager to be exposed to business in a fast paced, hands-on environment.

### Specific Software

MS Office: Word, Excel, PowerPoint. Opt: PageMaker, Quark, Photoshop, SSPS, MS Access

### Comments/ Special Requirements

College Students Majoring In: Advertising, Business Administration, Marketing, Communications, Journalism, Market Research, Sales Management, Math/Statistics

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Elevation Ltd.	www.elevation-us.com	
COMPANY	WEBSITE	
All	DEPARTMENT	
Pablo Izquierdo	VP	pablo@elevation-us.com
CONTACT	TITLE	E-MAIL
202-464-6970	202-464-4917	
PHONE	FAX	
1818 N Street, NW, suite 425		
ADDRESS		
Washington	DC	20036
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station  
Dupont Circle \_\_\_\_\_
- METRO Bus Stop  
Multiple \_\_\_\_\_

**Summary of Business**

Boutique advertising agency specializing in Hispanic market. Regarded and recognized by trade press as best creative of the year. National and international work. Specialties include social marketing, political campaigns and telecommunications and service industries.

**Start/End Dates**

Any

**Responsibilities**

Jr. account executive responsibilities, including meetings, planning, research and information tracking.

**Specific Software**

**Comments/  
Special Requirements**

Bilingual Spanish/English

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Equals Three Communications, Inc.		www.equals3.com
COMPANY		WEBSITE
Creative Services		
DEPARTMENT		
Bruce Campbell	Vice President, Creative Director	bcampbell@equals3.com
CONTACT	TITLE	E-MAIL
301-656-3100	301-652-5264	
PHONE	FAX	
7910 Woodmont Avenue, Suite 200		
ADDRESS		
Bethesda	MD	20814-3015
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station
- Bethesda \_\_\_\_\_
- METRO Bus Stop
- Free shuttle from Metro \_\_\_\_\_

### Summary of Business

Equals Three Communications, Inc., is an award-winning, social marketing and public relations agency based in Bethesda, Maryland. Eugene M. Faison, Jr. is the Chairman and Chief Executive Officer. Our Core Competencies include: Research and Account, Planning, Advertising and Branding, Creative, Public Relations and Media, Media Training, Minority Outreach, Meetings and Events, and Alliances and Partnerships.

### Start/End Dates

mid-June / early-August

### Responsibilities

Account Team interns: Assists in directing and coordinating client projects. Responsible for sound, proper and timely execution of all assigned work. Creative/Graphics interns: Responsible for the computer and/or traditional execution of finished print material. Assignments will vary from finished art preparation to creation of original material.

### Specific Software

Account Team: MS Word, Outlook Creative/Graphics: Mac, QuarkXpress

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Goddard Claussen Strategic Advocacy		www.gcsa.com
COMPANY		WEBSITE
DEPARTMENT		
Sue Zoldak	Account Manager	sue@gcsa.com
CONTACT	TITLE	E-MAIL
202-293-5870	202-293-5874	
PHONE	FAX	
1133 15th St NW, Suite 350		
ADDRESS		
Washington	DC	20005
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid stipend (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
McPherson Square
- METRO Bus Stop

### Summary of Business

Premier downtown DC public relations/advertising/issue advocacy firm seeks bright, energetic, and dedicated intern for the 2005 fall semester/academic year. Our firm provides message development, branding campaigns, advertising, and PR for corporations, non-profits, organizations, and associations who need to deliver an issue-orientated message to policymakers and opinion leaders.

### Start/End Dates

9/1/05 / 12/31/05

### Responsibilities

Research, proofread, assemble materials, and administrative duties. Online research ability required. Familiarity with news websites, political blogs, beltway publications a plus. Detail oriented, patient, and creative applicants should be up on current events and politics, be a good writer, and have a professional phone demeanor. Interns will interact with senior staff in strategy sessions and have input in proposals.

### Specific Software

### Comments/ Special Requirements

Prefer a student with interest or experience in politics or public relations. Internship is unpaid but small transportation stipend available to help cover Metro costs.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Image Media Services www.imagemediaservices.com  
 COMPANY WEBSITE

---

All  
 DEPARTMENT

---

Lee Proctor Exec. VP & Director Account Management leeproctor@imsja.com  
 CONTACT TITLE E-MAIL

---

703-893-8080 ext 1006 703-893-9480  
 PHONE FAX

---

7927 Jones Branch Drive, Suite 150N  
 ADDRESS

---

McLean VA 22102  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- Vienna \_\_\_\_\_
- METRO Bus Stop
- Right in front of building \_\_\_\_\_

**Summary of Business**

Full service advertising and marketing communications company. Specializing in multi-cultural advertising.

**Start/End Dates**

Flexible / Flexible

**Responsibilities**

Each internship will be developed based on the career skills of the student and the needs of the company. Internships will be offered in the creative, account service, research, and business development areas.

**Specific Software**

**Comments/  
Special Requirements**

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



JDG Communications, Inc.		www.jdgcommunications.com
COMPANY		WEBSITE
Personnel		
DEPARTMENT		
Len Johnson	President	ljohnson@jdgcommunications.com
CONTACT	TITLE	E-MAIL
703-207-0933 x101		703-207-0825
PHONE		FAX
7389 Lee Highway #200		
ADDRESS		
Falls Church	VA	22042
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- METRO Bus Stop

**Summary of Business**

JDG Communications is an award-winning marketing communications, branding and design firm in the Washington, DC metropolitan area. For 25 years JDG has provided highly creative advertising, marketing and awareness campaigns for government, corporate and non-profit clients.

**Start/End Dates**

Sept 15 / Dec 15

**Responsibilities**

The intern will assist our design team in preparing concepts and mechanical files for a wide range of projects from logos, ads, brochures, Websites and trade show exhibit booths to multimedia CDs, videos and corporate identity manuals. The intern will also participate in creative planning and review meetings for client projects.

**Specific Software**

QuarkXPress, InDesign, Adobe Photoshop and Illustrator.

**Comments/  
Special Requirements**

We can accommodate a flexible schedule.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Leigh Lessard Strategies www.leighlessard.com  
 COMPANY WEBSITE

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Marketing and Advertising  
 DEPARTMENT

---

Jodi Leigh President jodi@leighlessard.com  
 CONTACT TITLE E-MAIL

---

703-752-4552 703-752-4551  
 PHONE FAX

---

8521 Leesburg Pike Suite 603  
 ADDRESS

---

Vienna VA 22182  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \$10/hr. (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station  
Dunn Loring
- METRO Bus Stop

**Summary of Business**

Full Service Advertising Agency specializing in Real Estate, Retail (Restaurants, Tile & Flooring, etc.), Financial (Mortgage & Factoring Companies) and Automotive.

**Start/End Dates**

**Responsibilities**

Responsibilities of an Intern: Work closely with the Account Service Team by researching publications, filing and organizing, expense reports, set appointments and interviews, reviewing the billing and invoices, order supplies, etc.

**Specific Software**

QuarkXpress, Photoshop, Adobe Illustrator to name a few.

**Comments/  
Special Requirements**

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



LM&O Advertising		www.lmo.com
COMPANY		WEBSITE
account management/creative/media		
DEPARTMENT		
Chris Laughlin	Director of Business Development	chrislaughlin@lmo.com
CONTACT	TITLE	E-MAIL
703-875-2193	703-875-2199	
PHONE	FAX	
2000 N. 14th Street, ste 800		
ADDRESS		
Arlington	VA	22201
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid TBD (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- Courthouse
- METRO Bus Stop

**Summary of Business**

Laughlin, Marinaccio & Owens Advertising (LMO) is a full-service advertising agency. LM&O earns its respect by producing impactful advertising that always suits our client's strategic goals. A member of the AAAA's, LM&O serves a variety of clients including Chevy Chase Bank, WMATA (Metrorail and Metrobus), Cendant Car Rental Group (Avis & Budget), and the National Guard.

**Start/End Dates**

TBD

**Responsibilities**

**Specific Software**

**Comments/  
Special Requirements**

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



The Madison Design Group		themdgroup.com
COMPANY		WEBSITE
Design/Marketing		
DEPARTMENT		
Russ Surles	Manager	Russ@themdgroup.com
CONTACT	TITLE	E-MAIL
301-913-9222	301-913-9222	
PHONE	FAX	
4350 East-West Highway, Suite 101		
ADDRESS		
Bethesda	MD	20814
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid TBD (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Bethesda
- METRO Bus Stop

### Summary of Business

The Madison Design Group is a firm which delivers powerful graphics design and marketing solutions through print and multimedia.

### Start/End Dates

9/05 - 12/05

### Responsibilities

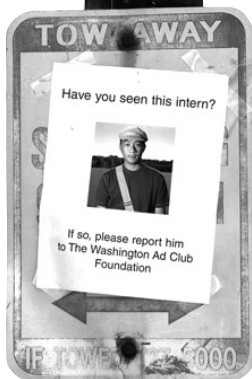
Madison Design is looking for a highly motivated intern. Applicants must possess curiosity and minimal skills in Photoshop/Illustrator/HTML/Quark or InDesign. They must have a strong capacity for information and able to develop strong client relationships. Duties will include: assisting the design staff and management staff. The position will also require involvement in creative meetings and to become part of the creative team. If the candidate is successful - the internship will be extended.

### Specific Software

Quark, Illustrator, Photoshop

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



MDB Communications		www.mdbcomm.com
COMPANY	WEBSITE	
DEPARTMENT		
J Scott Punk	Senior Director	internships@mdbcomm.com
CONTACT	TITLE	E-MAIL
no calls accepted	no faxes accepted	
PHONE	FAX	
1050 17th St., NW		
ADDRESS		
Washington	DC	20036
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Farragut North/West \_\_\_\_\_
- METRO Bus Stop

### Summary of Business

MDB Communications, ranked as one of the nation's fastest growing firms by Inc. magazine, is a full-service advertising, direct marketing and public relations firm. In addition to clients such as American Bankers Association, Loral Skynet, the D.C. Lottery, National Geographic and the National School Boards Association, it works on a pro-bono basis for Samaritan Inns for the homeless and the Partnership for a Drug-Free America.

### Start/End Dates

semester basis

### Responsibilities

- Coordinating and administrative duties as requested
- Trafficking artwork and company correspondence
- Assist with/write news releases
- Assist with new business development, company marketing materials and databases
- Research as needed
- Assist with marketing analysis and development

### Specific Software

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Media Vision	media-vision.com	
COMPANY	WEBSITE	
DEPARTMENT		
Deborah Cover-Lewis	Owner	dcl@media-vision.com
CONTACT	TITLE	E-MAIL
301-229-3300	301-229-0007	
PHONE	FAX	
7224 Selkirk Dr		
ADDRESS		
Bethesda	MD	20817
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \$10/Hr. (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station
  - METRO Bus Stop
- River & Nevis Rd.

### Summary of Business

Media Buying Service

### Start/End Dates

Negotiable

### Responsibilities

Help with phone contacts with radio stations, compile reports, check invoices and miscellaneous projects.

### Specific Software

All Windows Programs Word, Excel and Powerpoint

### Comments/ Special Requirements

Should be good with numbers and attention to detail. This is a small office on the first floor of a home, so business casual attire is fine.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Pappas Group www.pappasgroup.com  
 COMPANY WEBSITE

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Creative  
 DEPARTMENT

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Linda Koritkoski Account Management lkoritkoski@pappasgroup.com  
 CONTACT TITLE E-MAIL

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703-738-9018 703-738-9024  
 PHONE FAX

---

7900 Westpark Drive, Suite T305  
 ADDRESS

---

McLean VA 22102  
 CITY STATE ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station

- METRO Bus Stop

Westpark \_\_\_\_\_

### Summary of Business

Spanning the full spectrum of communication channels - print, interactive, broadcast and everything in between. We are the Pappas Group, a full-service graphic and Web design firm guided by the principle that it takes more than one creative discipline to develop smart and effective solutions. We come to work every day ready to create the new, challenge the old, and support the drive for our clients' on-going success.

### Start/End Dates

flexible

### Responsibilities

We are seeking a part-time student design intern interested in the opportunity to work with a team of highly-motivated communications professionals. Applicants must be motivated to make a difference in a growing, high pressure environment. Knowledge of both print and interactive design preferred. Availability of 2-3 days/week required.

### Specific Software

Knowledge of Adobe Creative Suite required.

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



The Reader's Digest Association		www.rd.com/careers
COMPANY	WEBSITE	
DEPARTMENT		
Mary Marks	HR Manager	mary.marks@rd.com
CONTACT	TITLE	E-MAIL
914-238-1000	FAX	
Readers Digest Road		
ADDRESS		
Pleasantville	NY	10570
CITY	STATE	ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \$12-15/hr (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- Metro North \_\_\_\_\_
- METRO Bus Stop

**Summary of Business**

Reader's Digest is a preeminent global publisher and direct marketer of a growing line of multi-media products that inform, enrich, entertain and inspire. Its flagship publication, Reader's Digest, is the world's most widely read magazine, reaching nearly 100 million readers worldwide each month.

**Start/End Dates**

**Responsibilities**

**Specific Software**

**Comments/  
Special Requirements**

Please visit our website for internship opportunities.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



RedPeg Marketing, Inc. www.redpegmarketing.com  
 COMPANY WEBSITE

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Operations - Administrative - Research  
 DEPARTMENT

---

Dinah Garcia Corporate Trainer dgarcia@redpegmarketing.com  
 CONTACT TITLE E-MAIL

---

703-519-9000 703-519-9290  
 PHONE FAX

---

727 N. Washington Street  
 ADDRESS

---

Alexandria VA 22314  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station  
 Braddock Road \_\_\_\_\_
- METRO Bus Stop

**Summary of Business**

RedPeg Marketing is a cutting-edge promotional marketing powerhouse, comprised of individuals who bring a variety of experiences to the table. We create extraordinary brand experiences that touch people on an emotional level, delivering incredible impact, powerful influence, and lasting results! Our client base consists of Fortune 500 companies that range from consumer packaged goods, motor vehicles to beer and spirits.

**Start/End Dates**

Open / Open

**Responsibilities**

Interns will report to Account Teams and would assist in the logistics of pre-planning, execution, and reporting of promotional programs, including research, recruiting, administration, training, and recapping. You must be able to work in a fast-paced, creative environment, adhering to tight deadlines.

**Specific Software**

Knowledge of Mac is a plus—but not necessary. Working knowledge of Microsoft Office Pro.

**Comments/  
Special Requirements**

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Ricci Communications		www.riccom.com
COMPANY		WEBSITE
DEPARTMENT		
Susan Clark / Jacki Silvan	Art Director	info@riccom.com
CONTACT	TITLE	E-MAIL
703-519-7162	703-519-7238	
PHONE	FAX	
300 North Washington Street, Suite 500		
ADDRESS		
Alexandria	VA	22314
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
King Street \_\_\_\_\_
- METRO Bus Stop  
\_\_\_\_\_

### Summary of Business

Ricci Communications is a full-service marketing communications firm, helping companies reach out to targeted audiences by applying practical knowledge and proven techniques of communication. Our substantial knowledge and experience enables us to generate awareness, reinforce current audience decisions and influence key decision makers.

### Start/End Dates

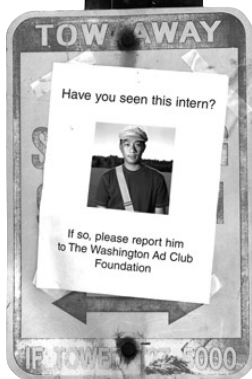
### Responsibilities

Dependent upon position.

### Specific Software

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Rosenthal Partners		www.rosenthalpartners.com
COMPANY		WEBSITE
DEPARTMENT		
Lindsay Turner	Account Coordinator	LTurner@rosenthalpartners.com
CONTACT	TITLE	E-MAIL
301-718-8400	301-718-0013	
PHONE	FAX	
3 Bethesda Metro Center, Suite 900		
ADDRESS		
Bethesda	MD	20814
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Bethesda Metro Center \_\_\_\_\_
- METRO Bus Stop  
\_\_\_\_\_

### Summary of Business

Rosenthal Partners is an advertising agency in Bethesda, Maryland. We are a full-service agency including media, strategic planning, account management, and creative departments. Visit [www.rosenthalpartners.com](http://www.rosenthalpartners.com) to explore our capabilities and people.

### Start/End Dates

1/1/06 / 6/1/06

### Responsibilities

Spend 1 wk per dept: acct mgmt, creative, media, strategic development, and new business. Responsibilities: Creative briefs, Conf. reports, Research, Chg. orders, Tear sheets, Traffic reports, Point of views, New Bus. filing, Awards, Database mgmt, Capabilities books, Prospect lists, News articles, New bus. mailings. Phone Duties based on needs. After 5 wks, interns receive Work Request forms when staff needs assistance.

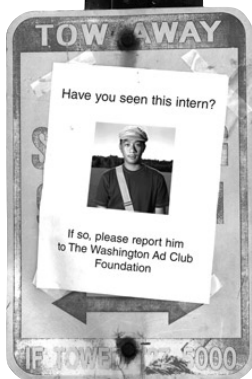
### Specific Software

Microsoft Office (Word, Excel, etc.)

### Comments/ Special Requirements

Applicants must be inspired, hard-working, and a self-starter. Applicants must also be able to work at least four days a week.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Simply Wireless www.simplywireless.com

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COMPANY WEBSITE

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Marketing and Sales

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DEPARTMENT

Melissa Gathje Sales Analyst mgathje@simplywireless.com

---

CONTACT TITLE E-MAIL

703-343-2700 x305 703-343-2701

---

PHONE FAX

2730 Prosperity Ave Suite 150

---

ADDRESS

Fairfax VA 22031

---

CITY STATE ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
Dunn Loring \_\_\_\_\_
- METRO Bus Stop

### Summary of Business

Since 1997, Simply Wireless has been recognized as an entrepreneurial leader in the wireless communications industry. Simply Wireless, Inc. is one of the largest authorized dealers of AT&T Wireless, T-Mobile, Cingular and Nextel services in the Washington D.C./Baltimore region, offering wireless service plans, phones and accessories. Simply Wireless currently employs approximately 400 individuals in the metro area.

### Start/End Dates

TBD

### Responsibilities

The Sales and Marketing Intern at Simply Wireless will be exposed to every aspect of running a successful business. This internship will offer experience in product branding, event planning, internal and external strategic marketing, advertising, merchandising and the sales process. Our high-spirited, entrepreneurial environment offers substantial growth and opportunity to those who desire a fast-paced, highly technological sales environment.

### Specific Software

Microsoft Office

### Comments/ Special Requirements

Rising juniors/seniors studying for a Business degree. Strong attention to detail and excellent multi-tasking skills required. Self-motivated with the ability to take initiative when necessary.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Telemundo WZDC-64 www.zgsgroup.com  
 COMPANY WEBSITE

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Various  
 DEPARTMENT

---

Lydia Breiseth Assistant to General Manager sthomas@zgsgroup.com  
 CONTACT TITLE E-MAIL

---

703-820-8333, Ext. 100 703-820-9686  
 PHONE FAX

---

2775 South Quincy Street  
 ADDRESS

---

Arlington VA 22206  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- METRO Bus Stop

Summary of Business

News, Marketing, Traffic, Sales, Graphic & Design

Start/End Dates

All year

Responsibilities

Various

Specific Software

Comments/  
Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



TMP Worldwide www.AdComms.tmp.com  
 COMPANY WEBSITE

---

Creative  
 DEPARTMENT

---

Francois Fontaine Creative Director francois.fontaine@tmp.com  
 CONTACT TITLE E-MAIL

---

703-269-0057  
 PHONE FAX

---

8280 Greensboro Drive  
 ADDRESS

---

McLean VA 22102  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station
- METRO Bus Stop

Summary of Business

Advertising- Online and print

Start/End Dates

Open

Responsibilities

TBD

Specific Software

Quark, Photoshop, Illustrator

Comments/  
Special Requirements

U.S. Citizenship

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



USA TODAY		www.usatoday.com
COMPANY		WEBSITE
Advertising		
DEPARTMENT		
Janet Lewis	Director; Sales Development	jlewis@usatoday.com
CONTACT	TITLE	E-MAIL
703-854-5312	703-854-2049	
PHONE	FAX	
7950 Jones Branch Dr		
ADDRESS		
McLean	VA	22108
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid TBD (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station
  - METRO Bus Stop
- bus from vienna metro \_\_\_\_\_

### Summary of Business

USA TODAY is the nation's largest daily newspaper with a circulation of 2.3 million and one of the largest news sites on the web. In addition to the domestic edition and usatoday.com, USA TODAY also publishes international editions, a weekend supplement (USA WEEKEND) and a sports publication (USA TODAY Sports Weekly). USA TODAY was first published in 1982. The newspaper is owned by Gannett.

### Start/End Dates

May/June / August

### Responsibilities

Internships are created based on the needs/interest of the student. Past interns have rotated between display, classified and event planning divisions. Responsibilities may include special projects, database management/entry, inbound calls, presentation creation.

### Specific Software

Word, Outlook, Powerpoint, Excel

### Comments/ Special Requirements

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



The Washington Post		washpost.com
COMPANY		WEBSITE
Human Resources		
DEPARTMENT		
Human Resources		talentsearch@washpost.com
CONTACT	TITLE	E-MAIL
202-334-7174	202-912-3677	
PHONE	FAX	
1150 15th Street, N.W. - Human Resources Dept. (Internship)		
ADDRESS		
Washington	DC	20071
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station  
McPherson Sq or Farragut N
- METRO Bus Stop

### Summary of Business

Metropolitan daily newspaper

### Start/End Dates

early June / mid-August

### Responsibilities

An undergraduate intern is assigned to work in one of our business departments (Acctg, Adv, Circulation, Mktg, PR, HR, Production, or IT). As an example, an intern's assignment might be as a Customer Service Rep in Adv or a Collections Rep in Acctg; or a specific department project. Some previous projects have been the creation of a tracking mechanism for sales prospects, the development of marketing and circulation plans, and feasibility assessments.

### Specific Software

Excel, Power Point

### Comments/ Special Requirements

Strong verbal and written skills, strong computer skills, ability to work with others, ability to assume responsibility, willingness to learn and take initiative, positive attitude.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



WB&A MARKET RESEARCH		wbanda.com
COMPANY		WEBSITE
DEPARTMENT		
Molly Goldman	Research Director	mgoldman@wbanda.com
CONTACT	TITLE	E-MAIL
410-721-0500	410-721-7571	
PHONE	FAX	
2191 Defense Highway, Suite 401		
ADDRESS		
Crofton	MD	21114
CITY	STATE	ZIP CODE

### District of Columbia Location

- Northwest
- Capitol Hill
- Other

### Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

### Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

### Transportation

- Car Needed
- Free Parking
- Pay Parking

### Computer Skills

- MAC
- PC
- N/A

### Compensation

- Paid \$10/hour (amount)
- Unpaid

### Access by Public Transportation

- METRO Train Station
- METRO Bus Stop

### Summary of Business

Founded in 1987, WB&A Market Research is a full-service marketing and advertising research firm located in Crofton, Maryland. Paid internships are available for Spring, Summer and Fall semesters.

### Start/End Dates

### Responsibilities

Interns at WB&A will be exposed to the entire market research process - from design through analysis for both qualitative and quantitative research studies. Types of tasks interns will be exposed to: An understanding of selection of appropriate research methodology, questionnaire design, questionnaire CATI programming, coding of open-ended questions, keypunching of data, data cleaning, production of cross-tabulations, creation of graphic summary of data.

### Specific Software

### Comments/ Special Requirements

The essential qualities we seek in potential interns: •Extremely detail-oriented •Deeply concerned about quality •Able & willing to handle multiple tasks efficiently & accurately •Desire to learn

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



West, Lane & Schlager ONCOR International      www.wlsrealty.com  
 COMPANY      WEBSITE

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Marketing  
 DEPARTMENT

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Olivia Thomas      Marketing Manager      othomas@wlsrealty.com  
 CONTACT      TITLE      E-MAIL

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202-835-3388      202-835-3654  
 PHONE      FAX

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1211 Connecticut Avenue, NW  
 ADDRESS

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Washington      DC      20036  
 CITY      STATE      ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \_\_\_\_\_ (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station  
 Farragut N (red) & W (orange)
- METRO Bus Stop

**Summary of Business**

West, Lane & Schlager is a commercial real estate firm that specializes in representing tenants in the metropolitan Washington area for a combined 35+ years, serving the region's most prominent corporations, trade associations, non-profit organizations and law firms.

**Start/End Dates**

**Responsibilities**

Assist the Marketing Manager with the firm's development, production and oversight of all presentation materials, marketing campaigns, web site, events, press releases, advertising, memberships, newsletters, and vendor contracts.

**Specific Software**

None

**Comments/  
 Special Requirements**

Candidate should demonstrate positive interpersonal skills and ability to learn quickly, communicate effectively and project a positive image.

# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



White & Partners www.whiteandpartners.com  
 COMPANY WEBSITE

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All  
 DEPARTMENT

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Michelle Mogus Director, Human Resources michellem@whiteandpartners.com  
 CONTACT TITLE E-MAIL

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703-793-3000  
 PHONE FAX

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13665 Dulles Technology Dr Ste 150  
 ADDRESS

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Herndon VA 20175  
 CITY STATE ZIP CODE

**District of Columbia Location**

- Northwest
- Capitol Hill
- Other

**Virginia Location**

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

**Maryland Location**

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

**Transportation**

- Car Needed
- Free Parking
- Pay Parking

**Computer Skills**

- MAC
- PC
- N/A

**Compensation**

- Paid \$10 - \$12 (amount)
- Unpaid

**Access by Public Transportation**

- METRO Train Station

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- METRO Bus Stop

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**Summary of Business**

Start/End Dates

Responsibilities

Specific Software

Comments/  
Special Requirements

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# 2005 WASHINGTON AD CLUB FOUNDATION INTERNSHIP GUIDE



Williams Whittle Associates		www.williamswhittle.com
COMPANY		WEBSITE
DEPARTMENT		
Martha Wilcox	Dir. of Strategic Marketing & Development	mwilcox@williamswhittle.com
CONTACT	TITLE	E-MAIL
703-836-9222	703-684-3285	
PHONE	FAX	
711 Princess Street		
ADDRESS		
Alexandria	VA	22314
CITY	STATE	ZIP CODE

## District of Columbia Location

- Northwest
- Capitol Hill
- Other

## Virginia Location

- Tysons/McLean
- Rosslyn/Arlington
- Reston/Dulles
- Alexandria
- Fairfax
- Other

## Maryland Location

- Bethesda
- Rockville
- Gaithersburg
- North Prince George's County
- South Prince George's County
- Other

## Transportation

- Car Needed
- Free Parking
- Pay Parking

## Computer Skills

- MAC
- PC
- N/A

## Compensation

- Paid \_\_\_\_\_ (amount)
- Unpaid

## Access by Public Transportation

- METRO Train Station  
Braddock Road \_\_\_\_\_
- METRO Bus Stop

## Summary of Business

One of the mid-Atlantic's leading Integrated Marketing Communications (IMC) agencies, WWA mixes compelling creative with deep strategic insight to provide its clients with superior marketing campaigns. Founded in 1967, WWA serves regional and national accounts in such categories as non-profits, health care, transportation, real estate, automotive, and retail.

## Start/End Dates

## Responsibilities

Interns support account management, creative, production, traffic, media and business development in an enjoyable environment. Full-time and part-time internships available year round. Minimum 10-week commitment of at least 20 hours/week required. The successful intern will be self-motivated and have excellent writing skills.

## Specific Software

Proficient on a PC; MAC experience a plus.

## Comments/ Special Requirements

If you are interested please send a cover letter and resume. Please also indicate your anticipated time of availability (both number of weeks, and hours per week).

