

Communication Station

SCHOOL OF MEDIA AND COMMUNICATION

HAPPY WEDNESDAY, GOLDEN EAGLES!

Welcome to Communication Station, the bi-weekly newsletter specifically made for all students in the School of Media and Communication. If you have anything that you would like posted in the next newsletter, please email Ashley Lankford (ashley.lankford@usm.edu) or Liz Goff (rita.goff@usm.edu).

Congratulations!

CLASS OF 2023 

IF YOU WOULD LIKE A CHANCE FOR YOUR GRADUATION
PHOTOS TO BE FEATURED ON THE SCHOOL OF MEDIA
AND COMMUNICATION SOCIAL MEDIA ACCOUNTS,
SEND YOUR PHOTOS TO ASHLEY LANKFORD!

UPCOMING EVENTS

FINALS WEEK

Finals Week is from May 8-11 which is next week! Be sure to study hard, prepare well, and finish your courses strong!

GRADUATION AND EVENT DETAILS

Spring 2023 Commencement Schedule (Hattiesburg):

- Thursday, May 11 | 6 p.m. | All Doctoral, Specialist and Master's Candidates
- Friday, May 12 | 9 a.m. | Undergraduate Candidates in the Colleges of Business and Economic Development and Education and Human Sciences
- Friday, May 12 | 2 p.m. | Undergraduate Candidates in the Colleges of Arts and Sciences and Nursing and Health Professions

Event procedures include the following:

- The ceremonies will not require tickets for entry.

GET INVOLVED!

**Looking for an internship or job?
Check in on the bulletin board between
College and Stout halls for job and
internship information that is updated
daily!**

**Questions about internships?
Contact Dr. Simpson for more information!
(edgar.simpson@usm.edu)**



JOIN THE 4TH STREET TEAM



APPLY TO BE A MEMBER OF THE 4TH STREET SPORTS TEAM

Are you interested in gaining multimedia sports journalism experience with other student journalists?

4th Street Sports is looking for the next faces of the show and team to continue our coverage of Southern Miss Athletics.

Contact us about the opportunity to join our team at Southern Miss Student Media!

Email: 4thstreet2022@groups.usm.edu or charles.luttrell@usm.edu

SCHOLARSHIPS, INTERNSHIPS, AND CAREERS

Internships are listed here and are posted on the bulletin board in the hallway that leads to Stout Hall on the first floor of College Hall!



BENTLEY SYSTEMS MARKETING INTERNSHIP - HUNTSVILLE, ALABAMA

Bentley's Product Marketing team is looking for a summer intern to develop inspiring social content to promote our software applications. You will support our product marketing campaigns with relevant content to drive awareness and lead generation.

Bentley Systems is an infrastructure engineering software company located in Huntsville, Alabama. This company provides innovative software to advance the world's infrastructure – sustaining both the global economy and environment.

Internship Qualifications:

- Strong writing skills
- Technical skills to support social media posts
- Ability to manage multiple projects
- Organized self-starter
- Undergraduate or graduate student in business, communications, or liberal arts

POSTING FOR BENTLEY SYSTEMS INTERNSHIP

SUTTON COMMUNICATION INTERNSHIP - ATLANTA, GEORGIA

Sutton, a leading cultural communications agency, is delighted to offer a summer internship opportunity to an Atlanta-based college student for June, July, and August 2023. The Sutton intern will gain first-hand knowledge of the contemporary art world and exposure to the communications and marketing industry by assisting with all aspects of the administration and organization required by the account teams on their respective client accounts and on wider projects across the office. These tasks include, but are not limited to, scanning and circulating press cuttings, tracking media coverage in real time, liaising with local media, drafting correspondence and agendas, preparing summary reports, and carrying out industry research.

The Sutton intern will work closely with Allison Thorpe, Vice President, based in Atlanta and as needed may also be asked to support other teams across the US company.

The intern must be available for 20 hours/week and will receive a weekly stipend of \$200/week.

Deadline for applications is end-of-day, Friday 12 May 2023. Short-listed candidates will be contacted for a virtual interview, with a view to starting the internship on Thursday June 1, 2023.

APPLICATION FOR THE SUTTON INTERNSHIP

PRESENTATION & SOCIAL COMMUNICATION SKILLS FACILITATOR FOR YOUTH AT PUBLIC SPEAKING FOR TEENS

NaTishia Aromire, Director@publicspeakingforteens.com

PUBLIC SPEAKING FOR TEENS (PSFT) is seeking both online and in person Public Speaking Coaches. PSFT Coach will facilitate interactive group and/ or private sessions through the zoom platform or in-person. Tasks may include, but not limited to: familiarization with the PSFT programs and signature outcomes, completing student attendance notes, providing student assessments and providing constructive feedback in a safe, fun and engaging manner.

PSFT Coach is a contract position with a flexible schedule to allow you to use your available time to empower young speakers. As a coach, you may facilitate sessions based on your availability when aligned with our program calendar. We only ask for consistency, passion, fun, excitement and reliability with the time you can offer.

Hours: Flexible, Day/Evening/Weekends, Summer - Spring

Job Type: Contract

Position: Online and In Person Opportunities

Travel: Optional

COMMUNICATION SKILLS FACILITATOR APPLICATION

JJPR INTERNSHIP

The JJPR Fellowship Program is a 12-week, full-time immersive work experience and agency training program beginning in late May and running through the middle of August. Open to recent college graduates or college seniors, this paid and highly competitive opportunity gives aspiring public relations, marketing and creative professionals the chance to learn from and work alongside the JJPR team. The JJPR Fellowship Program is designed to prepare soon-to-be or recent college graduates with a strong foundation and desired industry skills to land their first job in communications.

All fellowship candidates must provide resumés, writing and/or design samples and interview with agency personnel prior to acceptance.

**FOR MORE INFORMATION REGARDING JJPR,
CLICK HERE!**

PART-TIME COMMUNICATION ENGAGEMENT ASSISTANT

Hattiesburg Public School District is looking for a Part-Time Communication Engagement Assistant. For more information, use this link:

<https://www.applitrack.com/hattiesburg/onlineapp/default.aspx?Category=Support+Staff>

DIRECTOR OF MARKETING AND DEVELOPMENT FOR TRRAINTASTIC MODEL TRAIN MUSEUM

TrainTastic will be the largest model train museum in the US when it is completed, but it will open with 50,000 square feet of exhibit space in June of 2023. The company hopes to present

this candidate to the board to be named in this position by the end of February. It will be remote until May with some face-to-face meetings with the CEO and Board prior to that date.

For more information, contact Cynthia Minton-Walker at cminton56@gmail.com!

The Director of Marketing and Development will be accountable for the production of print materials, engagement of media to support the museum, creation of video and all social media content that promotes the museum. Additionally, the Director of Marketing/Development will create the marketing calendar for summer camps, early childhood programming, group sales and field trip, corporate gifts packages, special promotional events such as Family Festivals.

They will be meeting with corporate members to discuss museum sponsorship using these materials to increase the understanding of others about the value of TrainTastic to the community.

Recognizing that marketing needs to remain pertinent, the Director of Marketing/Development is accountable for assisting the CEO in the Museum's development program - annual giving program, corporate giving and sponsorship, fundraising events and monitoring, as well as working on grant-writing projects.

The Director will serve as a member of the Senior Team.

Supervisor/Manager: The Director of Marketing/Development reports directly to the Chief Executive Officer.

Job Responsibilities:

- Leads, in collaboration with the CEO, and manages information and contacts to individual giving, corporate giving, grants, fundraising events and memberships.
- Establishes individual and department goals to ensure that the organization meets its annual

TrainTastic Director of Marketin...

docs.google.com

TrainTastic Model Train Museum Job Description for the Director of Marketing and Development DIRECTOR OF MARKETING AND DEVELOPMENT The Director of Marketing and Development will be accountable for the production of print mate...

MISSISSIPPI ASSOCIATION OF BROADCASTER'S JOB BOARD

Click this link to see an updated list of available jobs for those interested in a career in broadcasting!

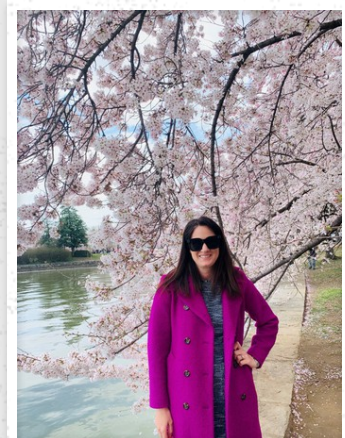


FACULTY SPOTLIGHT

Dr. Jae-Hwa Shin is this edition's faculty spotlight. Dr. Shin is a Full Professor within the School of Media and Communication. She earned her PhD from University of Missouri-Columbia in 2003 and received her masters degree from Sogang University in 2000. Dr. Shin has taught several courses including Public Relations, Public Relations Theory, Public Relations Campaigns, and more. Her primary area of expertise is Public Relations with an emphasis in Strategic Communication. Dr. Shin's office is 207C which is located on the second floor of College Hall.

ALUMNI SPOTLIGHT

This edition of Communication Station is spotlighting alumna Robin Cappetto ('09)! Robin is currently serving as the Senior Public Communications Strategist at the Federal Reserve Board of Governors. In this role, she and her team manage the verified social media accounts that are associated with the Federal Reserve Board of Governors. She also oversees the communications and planning of all the economic education programs for this group.




When asked what her biggest piece of advice was for students at her alma mater, she said, "Do research about the company/place you are going to interview with. Know some recent news items they've done or something that shows you are interested in what they do." She then followed this up by saying, "If you make a mistake, admit it. Trying to make excuses or cover up something always ends up hurting you more."

The School of Media and Communication is incredibly proud of Robin and her accomplishments within our field. Continue to "create, inspire, and inform" Robin!

[CLICK HERE TO SEE SOUTHERN MISS MEDIA CENTER NEWS!](#)




ABOUT US

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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income. The document provides a detailed explanation of how to categorize these transactions and how to use a double-entry system to maintain the accounting equation.

Next, the document covers the process of reconciling bank statements. It explains that this is a crucial step in ensuring that the company's records match the bank's records. The process involves comparing the company's cash account with the bank statement, identifying any discrepancies, and determining the reasons for them. Common reasons include bank charges, errors in recording, and timing differences. The document provides a step-by-step guide to performing a bank reconciliation, including the use of a reconciliation form.

The third section discusses the preparation of financial statements. It explains that these statements provide a snapshot of the company's financial position at a specific point in time. The primary financial statements are the balance sheet, the income statement, and the cash flow statement. The document provides a detailed explanation of how to prepare each of these statements, including the formulas used to calculate various components. It also discusses the importance of comparing these statements over time to identify trends and areas for improvement.

Finally, the document discusses the role of the accountant in the business. It explains that the accountant is responsible for ensuring that the company's financial records are accurate and complete. This involves not only recording transactions but also analyzing the data to provide insights into the company's financial performance. The document provides a list of key responsibilities for an accountant, including maintaining the accounting system, preparing financial statements, and providing advice to management on financial matters.