



Montgomery Township, Montgomery County, PA Community Engagement Intern

Paid Internship: \$20.00/hour | 25–30 hours/week • June 15–August 14, 2026 • On-site

Community Profile

Montgomery Township is a thriving community in Montgomery County known for responsive, accessible local governance and a strong commitment to keeping residents connected to their municipal government. The Township's Community Engagement team is the public voice of a busy, growing municipality — producing content across social media, newsletters, and community events that bring local government to life for residents.

Position Description

The Community Engagement Intern will work closely with Community Engagement Manager Ava Komasz to create and share timely, accurate, and engaging content across Montgomery Township's digital platforms. Responsibilities include drafting and scheduling social media posts, writing and designing newsletter content, collaborating with Township departments on their communication needs, and helping ensure digital materials meet federal accessibility standards.

The intern will also play a central role in covering the Township's National Night Out community event — producing real-time social media content and post-event recap materials. This is a creative, public-facing role with real deliverables and a direct line to how residents experience their local government.

Primary Deliverables

1. Monthly social media content calendar with drafted posts promoting Township programs, events, meetings, and services
2. At least one edition of the Township's weekly digital newsletter — written and designed by the intern
3. National Night Out event coverage: photo and video, social media takeover, and a post-event Carousel and Reel

What You Will Experience

- Community events and direct public engagement
- Internal staff meetings across Township departments
- Collaboration with outside partners and stakeholders
- Planning and production of public-facing digital and print content

Preferred Academic Backgrounds

Communications, Government & Law, Public Policy, Marketing, or related fields. Candidates with interest in social media strategy, digital content creation, or public engagement are strongly encouraged to apply. Familiarity with social media platforms and basic design tools is a plus.

Work Schedule and Duration

- Paid Internship: \$20.00/hour | 25–30 hours per week
- June 15 – August 14, 2026
- On-site at Montgomery Township offices, 1001 Stump Road, Horsham, PA 19044
- Personal transportation required; not accessible by public transit
- Supervision: Weekly meetings with Community Engagement Manager Ava Komasz

Application Instructions

Apply by **Friday, April 3, 2026** at <https://forms.gle/FT2at6JgLRJ5n5uVA> or scan the QR code. Upload your resume and cover letter as a single combined PDF within the form. To be considered for placement, you must also schedule a 15-minute virtual meeting with Nicole Beckett — instructions are included in the application form. Questions? Contact Nicole at beckettn@lafayette.edu.

Applications will be forwarded to Montgomery Township for review. Students are encouraged to research the municipality before applying.



Important Notices

- Equal Opportunity Employer
- Academic Credit: Students may receive one course of academic credit while being paid (one-time benefit during Lafayette career). See govlaw.lafayette.edu/program/internships/ for details.
- Pre-Employment: Applicants must comply with Montgomery Township's pre-employment requirements, which may include a background check and/or drug screening.