

ACCOUNT INTERN JOB DESCRIPTION

ABOUT US

We are an experiential engagement agency helping companies create unique and memorable connections with their audience

JOB DESCRIPTION

- Receive hands-on experience implementing and activating corporate experiential client programs for Columbus Crew, Smart Columbus, Nationwide and more
- Communicate with events and venues, as requested, to secure event space and work through logistical details
- Contribute to the development of event logistics and promotional marketing materials
- Compile post-event field team reports, photos and data to create post-event summary recaps for clients
- Interact with corporate executives in a professional environment
- Support on-site event execution by loading vehicles with display elements and other duties as assigned

QUALIFICATIONS

- Undergraduate student majoring in Marketing, Communications, Advertising, Public Relations or related field
- Ability to commit 35 hours a week mid-May through mid-August
- Excellent verbal and written communication skills
- Proficient in Microsoft Office programs
- A responsible and detail-oriented person with a positive attitude and a 'figure-it-out' mentality

COMPENSATION

Paid Hourly, \$15/hr