

Brazos Valley Worldfest Marketing Intern Summer/Fall 2017

Brazos Valley Worldfest (a community-wide international festival organized by TAMU Public Partnership and Outreach Office) is looking for a Summer/Fall marketing intern to promote the festival and other international outreach efforts. This is a position for TAMU or Blinn students who will be in College Station over the summer and fall or has the ability to come into town to work in the office once a week. Ideal students will be interested in cultural awareness, marketing, and/or event planning. They will gain experience in time management, marketing, event planning, leadership, working in an office, volunteer management and more.

At this point, the position is not paid, but I am working to try to find the funds.

Requirements Include:

- Word Press experience
- InDesign experience
- Graphic Design experience (print and web)
- Must be able to work 4 hours in office each week (other duties of the job can be done off-site); approximately 8-12 hours total per week
- Will need to work from June to December

Interested students should email their resume to Kim Fox as soon as possible so they can have an intern in place by June 1.

Kim Fox '97 | Manager, Community Programs
Festival Coordinator, Brazos Valley Worldfest
Office of the Provost, Public Partnership & Outreach | Texas A&M University
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Position Description:

- Update the Brazos Valley Worldfest (BVW) website as needed (www.brazosvalleyworldfest.org) through Word Press
- Update print and online ads (using InDesign)
- Update the festival logo for 2017
- Create a promotional video to be used in advance of the festival
- Represent the festival at community events as needed (MSC Open House, Trick or Treat event, other...)
- Act as main contact for student marketing organizations on campus to assist in promoting the festival on campus and in the community (i.e. hold banners, hand out flyers, other...)
- Promote the festival on social media in advance and during the festival
- Create flyers for BVW and other associated events
- Create the festival tabloid to be inserted in The Eagle and handed out to festival attendees
- Create a follow up report from the festival to be distributed to community officials and festival sponsors
- Attend monthly BVW committee chair meetings in September – November.
- Other duties to assist BVW and other outreach programs as needed.
- Must be available to work 4 hours in the office each week (mid-May through early December); will work approximately a total of 12 hours a week