

COMMUNICATION INTERNSHIP CATEGORIES

ELEVENIVY LLC / APPLY BY SEPTEMBER 13TH 2013

Description

Elevenlvy LLC is a Lifestyle Advertising group that strikes to innovate by bringing a nonexistent metropolitan atmosphere to the Sun City. Our main purpose is to show people a new lifestyle, by creating exciting and exclusive events, developing marketing strategies for existing and upcoming businesses, and producing advertising campaigns enhancing the contemporary-upscale lifestyle of our brand. Our marketing department produces quality work collaborating with companies in the El Paso area involving the bar and restaurant industry, model agencies, magazines, live entertainment, fashion brands, digital marketing groups, and non-profit organizations among others.

We are looking for enthusiastic individuals that are prepared to work in a real life environment. The intern will work with internal projects of the company, collaborations, and external marketing development for other companies. The intern will finish the internship with broad experience in various aspects of marketing, public relations, networking, and advertising, as well as having developed business connections with business owners, international talent agencies, and on-field colleagues.

Rules and Eligibility

- Interns are responsible for their own transportation.
- Video/Photography and Logistics/Event planning intern positions must be able to work during the weekend.
- All positions are schedule-flexible fulfilling 12-19 hours/week (not-paid internship) for 5 calendar months starting September 23rd 2013.

VIDEO / PHOTOGRAPHY INTERN

- Participate in pre-production brainstorming sessions
- Assist the creative director during photo and video shoots
- Photograph and/or record events as needed
- Contribute in postproduction duties
- Work closely with graphic designers and the marketing director

Requirements

- Knowledge of digital Photography
- Knowledge of Photoshop
- Knowledge of video editing programs and DSLR Video filming
- Experience in nightlife photography is a plus
- Own camera equipment (*not a requirement)
- Must Show Portfolio

GRAPHIC DESIGN INTERN

- Develop new graphic ideas during group brainstorming sessions
- Assist creative director with all designs
- Put orders of all advertising material to be printed
- Keep websites up to date with information and graphic material
- Work closely with creative director and photographers

Requirements

- Knowledge of design programs such as Adobe Photoshop, Illustrator, InDesign
- Basic Knowledge on website hosting (Wordpress)
- Knowledge of photography is a plus
- Must show Portfolio

LOGISTICS / EVENT PLANNING / PUBLIC RELATIONS INTERN

- Develop advertising strategies that will raise awareness
- Develop ideas for upcoming events
- Assist during events with logistics, hosting, and customer service
- Create a customer data base
- Create reports of every event
- Duties include phone calls, emails, organization, attend meetings, clerical and production assistant-type work

Requirements

- Majoring in Advertising, Corporate Communications, Marketing or Public Relations
- Sociable and outgoing
- Attentive to details
- Excellent verbal and written skills
- Knowledge of Microsoft Office

COPYWRITER / SOCIAL MEDIA INTERN

- In charge of copy for radio spots, social media, and print advertising
- Write press releases
- Redact emails and newsletters
- Create Sponsorship packages

Requirements

- Majoring in Multimedia Journalism, Corporate Communications, Media Advertising or Communication Studies.
- Excellent written skills
- Knowledge of Microsoft Office
- Knowledge of Social Media.

REQUIRED MATERIALS

- Cover page indication:
 - Name
 - Phone Number
 - Expected graduation Date
 - Status: Freshmen, Sophomore, Junior, Senior, or Graduate Student
 - Title of category for which you are applying
 - LinkedIn, Facebook and/or Twitter accounts (Optional)
- Professional Statement of 200-300 words discussing your personal and professional objectives
- Resume
- School / Work Schedule
- Portfolio (Only for Graphic Design and Video / Photography Positions)

All students applying to the positions must email the required materials to contact@elevenivy.com by Sept. 13th 2013

***Not a paid Internship**