



## Emerging Prairie Marketing & Communications Intern

Pay Rate: \$15/ hour

Internship Start Date: January 2023

Emerging Prairie is looking for a Marketing & Communications Intern to help tell the Emerging Prairie story and share the impact being made in our community. The Marketing & Communications Intern will assist with marketing and communications activities related to Emerging Digital Academy, Grand Farm, and Startup Programs.

We're looking for individuals that have a knowledge and interest in the latest trends, enjoy working in energetic environments and are always eager to learn and try new things. Our ideal teammates are people who think outside the box, take initiative and love Fargo.

Note: This internship is part-time during the school year and full-time during the summer.

### **Key Area of Responsibility**

#### **Marketing & Communications**

- Assist in management and monitoring of social media channels, including Twitter, Facebook, Instagram, LinkedIn and YouTube
- Assist in creating original, high-quality content - including photos, graphics, video, podcast, etc.
- Assist in writing and proofreading articles, blogs, and stories
- Assist with newsletter management
- Assist with Eventbrite management

#### **Each intern will have opportunities to:**

- Engage with and support EP community members, host speakers and network with event attendees at EP and community events
- Regularly shadow and support organization's leaders to develop the organization's ecosystem and the intern's network
- Perform other related duties as assigned

### **Qualifications**

#### **Minimum Qualifications**

- Excellent attention to detail
- Excellent interpersonal and customer service skills
- Excellent time management skills with a proven ability to meet deadlines
- Knowledge of or desire to learn Adobe Creative Cloud Applications including but not limited to InDesign, Illustrator and Photoshop

- Strong organizational skills
- Experience working on multiple social channels, including Twitter, Facebook, Instagram, Flickr, and YouTube

**Preferred Qualifications:**

- Experience in marketing or communications
- Interest in pursuing a career in the marketing and communications industry
- Pursuing a relevant degree

**Physical Demands:**

- Ability to continuously stand or walk during events.
- Ability to bend, squat, climb stairs and lift occasionally.
- Ability to lift up to 50 pounds occasionally.
- These physical requirements must be met with or without accommodation

**Work Environment:**

- May occasionally work in temperatures above 100 degrees and below 32 degrees.
- May occasionally walk on slippery or uneven surfaces.
- May occasionally climb ladders and work off elevated surfaces.
- Noise level in the work environment is frequently loud.
- Ability to work outside normal business hours on occasion.

**Benefits and Culture:**

- Duty station is in Fargo, ND with a flexible work environment.
  - Core values: Trust First, Learn, Be Bold, Move Together, Be Scrappy, Think Holistic, and Lead with Gratitude.
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**About Emerging Prairie**

Emerging Prairie (EP) is an organization that believes in and nurtures the potential of our community and its leaders. We have made it our mission to energize communities through innovative initiatives, programming, and events that move the needle and ignite economic growth for our region. Some of our initiatives include operating a co-working space (The Prairie Den), launching the first code school in North Dakota (Emerging Digital Academy) and steering the momentum on the Grand Farm Research and Education Initiative.

Recognition of our community's potential, development of an environment for social connectivity, and the act of highlighting the risk takers and change-makers is vitally important, as these are the key accelerators of growth and development. Emerging Prairie was founded in 2013 by a group of Fargo entrepreneurs who wanted to make a difference in the community they call home.

**Mission statement:** To energize communities.

**Vision:** The relentless pursuit to improve the human condition both locally and beyond. Emerging Prairie is proud to be an equal opportunity provider.

**To apply:** Please send a cover letter and résumé to [talent@emergingprairie.com](mailto:talent@emergingprairie.com)