



Grand Farm Events Intern

Pay rate: Starting at \$15/hour
Internship start date: January 2023

Grand Farm is looking for an Events Intern to continue its tradition of creating world-class events that drive impact, engagement and connection. The Events Intern will assist the Event Coordinator with the execution of large and small scale events related to Grand Farm.

The ideal candidate is passionate about event planning, excited by entrepreneurship, works well under pressure, is eager to create unique experiences for attendees, and isn't afraid to try new things. This individual will have strong communication and organization skills, be able to multitask while working on deadlines and be physically capable of lifting up to 30 pounds while working in hot and/or cold environments.

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

Key Areas of Responsibility

Event Planning and Programming

- Assist the Events Manager in communicating with vendors and ensuring the vendors have a clear understanding of the details for the event
- Assist in identifying and booking musicians and artists
- Provide logistical support as needed before, during, and after Grand Farm/Emerging Prairie events
- Be a creative partner in designing attendee experiences at Grand Farm/Emerging Prairie events
- Assist in producing and executing creative projects that can be implemented at events
- Communicate with event speakers before, during, and after the event
- Assist with set-up and tear down of on-site events

Other Duties

- Engage with community members and event attendees at Grand Farm/Emerging Prairie events as well as community events
- Brainstorm and develop ideas for new events and programs
- Other duties as assigned

Qualifications

Minimum Qualifications:

- Strong communication skills
- Excellent interpersonal skills both in person, by phone, and email, with high professionalism
- Ability to keep up with the rapid pace of the position and be adaptable to spontaneous adjustment/revisions

- Ability to work occasional early mornings or late nights depending on events
- High organizational skills and an attention to detail
- Ability to multitask while working on multiple deadlines
- Interest in community and economic development

Preferred Qualifications:

- Experience event planning
- Interest in pursuing a career in the events 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.

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

About Grand Farm

The Grand Farm Education and Research Initiative, powered by Emerging Prairie, capitalizes on the region's potential and expertise in the agriculture and technology industries. The Grand Farm Initiative will accelerate the research and innovation into technology which will be present on the farm of the future – impacting North Dakota, the United States, and the World by solving challenges in the agriculture industry and developing new opportunities.

The Grand Farm Initiative is designed to inspire collaboration among businesses, organizations, and researchers to develop the future farm, which we believe will solve issues critical to farmers worldwide.

Mission: 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: Send a cover letter and resume to talent@emergingprairie.com