



--Job Information--

Job Title: **Marketing Intern for Events/Programs**

Job Description:

The Scottsdale Area Chamber of Commerce seeks two intern candidates to assist staff in preparing and executing quality events and programs geared toward our membership and the community at large. One student intern will act as liaison between Scottsdale Community College and the Scottsdale Area Chamber of Commerce in coordination of the Scottsdale Forward annual event. This position will begin September 2013 and end in the spring semester. The second student intern will assist with recurring Scottsdale Area Chamber of Commerce recurring events and will be a semester-long internship.

Experience:

Candidates are asked to have a genuine interest in event management, hospitality and event promotion and to have the flexibility to be able to assist with both annual and recurring events. Knowledge of Microsoft Office applications is important. Chamber events require some early morning and early evening schedule flexibility.

Unpaid internship.

Hours: Flexible to include a minimum of 80 hours per semester

If interested, please email your resume and unofficial college transcript to Cynthia Gemberling at cynthia.gemberling@scottsdalecc.edu.