DANE G. HANSEN & K-STATE RESEARCH AND EXTENSION INTERN PROGRAM, Beloit, KS

The Dane G. Hansen Foundation & K-State Research and Extension internship gives college students the opportunity to link classroom learning with a pre-professional work experience. The intern will work to develop a marketing plan for Mitchell County.

TITLE: Mitchell County Marketing

LOCATION: Beloit, Kansas (Mitchell County)

PROJECT DESCRIPTION: The intern will work independently but cooperatively with the Mitchell County Convention & Tourism and the Beloit Area Chamber of Commerce to manage, enhance and market current events and activities within Mitchell County. The intern will also develop new projects/events for tourism and to celebrate the 150th anniversary of Mitchell County.

APPLICATION DEADLINE: Friday, January 31, 2020 or until the position is filled

EMPLOYMENT: May 26, 2020 thru August 1, 2020 or as negotiated with K-State Research and Extension and Mitchell County Convention & Tourism and the Beloit Area Chamber of Commerce

RESPONSIBILITIES:
- Manage, enhance and market current events and activities
- Develop and create new projects/events to promote Mitchell County
- Promote events and activities through a variety of social media platforms
- Work with volunteers and businesses to plan and carry out activities and events
- Initiate and manage a countywide photography contest using Instagram
- Learn and utilize the state tourism website, Travelks.com, to raise awareness of Mitchell County
- Community service or volunteering with a community organization is highly encouraged
- Complete other responsibilities as assigned by mentoring supervisors

This position may require attendance at evening and weekend meetings and events, access to a personal vehicle, and a valid driver’s license. A personal computer with design software would be a plus.

QUALIFICATIONS
- Completion of at least six university semesters at any college or university.
- Students enrolled in communication studies, marketing, graphic design, business, technology or community planning are encouraged to apply.
- Ability to communicate effectively, both orally and in writing, with individuals, groups, and through mass media and social media.
- Self-motivation and ability to work with minimum supervision.
- Able to work on multiple projects.
- Experience working with individuals, groups, and co-workers to accomplish individual and/or group goals, as evidenced by previous leadership roles.
- Students from NW Kansas are preferred.

SALARY AND BENEFITS
$20.00 per hour. 40 hours per week. Maximum 400 hours

HOUSING
Mitchell County Convention & Tourism and the Beloit Area Chamber of Commerce will secure and cover the cost of housing (pet free).
APPLICATION PROCEDURE
Submit cover letter, resume, transcripts and list of references as one document and a PDF of a portfolio to: nsigle@ksu.edu.

For more information about the position contact Lucille Heller, Director, Mitchell County Convention & Tourism, 785-564-2118 or Nadine Sigle, Community Vitality Extension Specialist, K-State Research and Extension, 785-346-6256, nsigle@ksu.edu.

For more information about K-State Research and Extension, visit: www.ksre.k-state.edu

APPROXIMATE TIMELINE
January 31, 2020 Application deadline
February 1 – February 28, 2020 Interviews conducted
March, 2020 Offers made to applicants
March – May, 2020 Visit to host communities
May 26, 2020 Internship start date

EQUAL EMPLOYMENT OPPORTUNITY: Kansas State University is an Equal Opportunity Employer of individuals with disabilities and protected veterans and actively seeks diversity among its employees.

Nadine Sigle
Community Vitality Extension Specialist

DANE G. HANSEN FOUNDATION

K-STATE
Research and Extension

Kansas State University Agricultural Experiment Station and Cooperative Extension Service