

JOB DESCRIPTION

Job Title: Intern
Term: Summer/Fall 2018 (June 2018-December 2018, negotiable)

Overview

aijm Marketing Solutions is a sports and entertainment marketing agency headquartered in Atlanta, GA and certified by the Women's Business Enterprise National Council (WBENC). We work with Fortune 500 brands to identify, negotiate, manage, activate and measure sponsorship properties, events and other marketing assets to achieve desired business results. Our work extends across multiple sports and entertainment platforms including, but not limited to, MLB, MLS, NASCAR, NBA, NCAA, NFL, and PGA. We are passionate about bringing brands to life, establishing authentic connections with fans, and delivering flawless execution and best-in-class client service. We are looking for individuals who share our passion to join our team!

Job Description

aijm Marketing Solutions is hiring an **Intern, Sports Marketing** to support the account team to plan and execute sponsorship and hospitality programs for multiple clients. In addition to that role, this person will be responsible for supporting the overall agency. Roles and responsibilities include, but are not limited to:

Essential Duties and Responsibilities

- *Industry Trends & Insights:*
 - Support agency business development and networking efforts through research
 - Identify networking and/or speaking opportunities for agency personnel
 - Research and share industry trends and best practices
- *Social Media:*
 - Collaborate with account teams to maintain active and engaged presence on agency social media channels
- *Account Services:*
 - Maintain comprehensive and organized inventory of activation components
 - Prep, pack, and unpack activation supplies pre- and post-event
 - Fulfill requests for promotional items as needed
 - Maintain measurement reports
- *Activation Support:*
 - Update brand ambassador talking points and training documents
 - Serve as onsite lead at select client activations
 - Monitor property event calendars to identify key activation opportunities
 - Participate in program ideation
 - Participate in development of leveraging plans for key programs
 - Assist with fulfillment of client programs
- *Hospitality Support:*
 - Research and recommend lodging and off-track activities for client programs as needed
- *General Office:*
 - Answering phones, greeting visitors
 - Assist with maintaining an orderly office
 - Provide administrative support to agency leadership as needed

Education, Experience and Qualifications

- Pursuing 4 year college degree in relevant field
- Understanding of sponsorship marketing
- A passion for sports and client service
- Ability and willingness to work evenings and weekends

Required Skills

- Strong written, presentation, and verbal communication skills are necessary
- Detail oriented
- Impeccable organization skills
- Proficiency in all Microsoft Office applications
- Must be a resourceful self-starter who can operate with minimal supervision
- Ability to lift 50 pounds
- Ability and willingness to stand for up to 8 hours
- State-issued driver's license in good standing

Company Culture

ai|m encourages an energetic, fun environment. While individual work is valued and needed, there is also opportunity to work together in small groups and account teams. We expect the highest quality of work and a commitment to excellence.

Compensation

Compensation for this position includes a monthly stipend based on mutually agreed upon work schedule. College credit also available, pending collegiate requirements. Intern is eligible for all holidays throughout term and PTO days will be accrued per agency policy.

Interested candidates should apply online at <http://www.aimmarketingsolutions.com/careers/>