**Exel Event Management 2011 Fall Internship Program**

**Business Development Intern/ Market Analysis Intern/ Outside Sales Intern**

**Internship Overview & Expectations**

The Internship program for the fall semester will be a 10-week program in which the intern will be responsible for a variety of different roles. He/she will be expected log a minimum of 10-15 hours a week throughout the ten weeks. Interns will be allowed to work remotely from their colleges and will be expected to submit weekly updates to supervisors. The interns will be expected to meet in person with their supervisors a minimum of 5 times throughout the program to discuss progress and strategies.

Our interns will be expected to not only research local markets and industries to find potential clients and set up meeting with them, but also create business strategies to successfully approach and manage local markets. The intern will be in charge of managing and developing these new markets.

**Position Requirements**

* Enrolled in a Business or business-related curriculum, preferably Marketing, Advertising, Communications, Public Relations, Entrepreneurship ( \*design experience is a plus)
* Applicant must have strong communication skills both written and oral
* Must have a dynamic personality and presence
* The intern must be someone who is self-motivated, ambitious, driven to succeed, and a “go-getter”

**Compensation & Bonuses**

Interns will be compensated for their work on a commission-based scale. They will be paid for all business that they bring in (20% commission). There is no ceiling on how much money interns can earn throughout the ten weeks.

There will be bonuses distributed at the end of the program if the interns reach and/ or exceed their pre-determined goals.

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