## Description of Internship Provider

The Department of Educational Leadership is located with the NEAG School of Education and is comprised of both undergraduate and graduate programs.

## Description of Internship Position

The Event Management Intern/Social Media Assistant will work directly with Digital Media Manager and other interns to support UConn's Department of Educational Leadership (EDLR) social media presence and marketing efforts. The individual in this position will also have a specific focus on Event Management and will work on several event based projects for the department and the Sport Management program. The assistant will support ongoing and newly developed marketing initiatives by assisting in the planning, design and implementation of marketing strategies using social media and other electronic media. These initiatives are primarily based on the needs of the Department of Educational Leadership, but will also include other ongoing or seasonal promotion.

An ideal candidate is expected to have experience and/or strong interest in events and social media. Event Management Intern/Social Media Assistant must be able to think strategically to assist in maintaining UConn's EDLR social media presence; contribute quality, creative ideas to social media plans; and serve as a brainstorm partner to Digital Media Manager in addition to planning and running the main events held by the department.

## Application - Period, Process, & Materials:

- This internship takes place during the summer; hiring and review of applications is done during the Spring semesters.
- Submit a cover letter and résumé via email to ashley.bressette@uconn.edu with subject line, “Event Management Internship - {Your Name}”
- Résumé and Cover Letter

## Eligible Class Standings & Minimum GPA:

- Sophomore, Junior, Senior
- 2.00/4.00

## Credit, Compensation, & Hours:

- Unpaid
- Between 5-10 hours a week
- The Department of Educational Leadership is open to working with academic departments to arrange credit for this internship. Please see guidelines for earning academic credit for your internship at https://career.uconn.edu.

## Additional Information:

Required Qualifications: Excellent interpersonal skills with ability to communicate and collaborate with staff and students; Capacity to be creative, deadline-driven, innovative and resourceful in the position; Energetic with a desire to contribute creative, fresh ideas to grow EDLR's online presence.

For More Information, Please Contact:

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https://edlr.education.uconn.edu/