

**Number of positions available:** 4

**Availability:**

- Location of internship: Anderson and Pickens Counties
- Approximate dates of internship: March-October
- Preferred days of the week: Monday – Thursday
- Preferred hours: 9 am to 5 pm – Intern must commit to a minimum of 5 hours per week

**Preferred degree program:**

- Students currently enrolled in: Bachelor's degree program
- With a concentration or focus in: Communication, Graphic Design, Marketing, Public Relations, Hospitality, Recreation, Event Management, Nonprofit Management or a related field.

**Description of internship position:**

Students will be a part of the planning committee for the TriCounty Buddy Walk. The walk is an event designed to promote awareness and inclusion of people living with Down syndrome in our community. The event is a fundraiser for our outreach arm, TriCounty Trisomy 21. Students will learn about and actively participate in the planning and execution of the event.

**Positions available:**

- **Assistant Director:** Duties include assisting with overall direction and planning, oversee sub-committees, manage logistics of the event, assist with volunteer recruitment and management for all committees.
- **Design & Public Relations Committee Chairperson:** Duties include creating logo, promotional materials, sponsorship materials, media kit, signage, and t-shirt design for event. Recruit and manage volunteers who assist with design and public relations including photographers, videographers, website and social media management, and oversee contact with local media outlets.

## Internship Announcement

- **Hospitality Committee Chairperson:** Duties include securing merchandise to sell at event, preparing goodie bags for participants, managing vendors and resources (including preparing contracts), overseeing the Rookie experience for first time families, and manage committee volunteers.
- **Entertainment & Activities Committee Chairperson:** Duties include planning and overseeing all entertainment for event (DJ, emcee, games, special guests, cheerleaders, band, etc.), schedule our family fun activities, create layout of entertainment area, supervise set up and tear down of area, and manage committee volunteers.

**Is academic credit available?** Possibly, we will be happy to work with your professor or advisor to determine if credit is available.

**Notes to applicants:** Forward your resume and 2 references in the appropriate fields to Crystal Holder at [info@antrsc.com](mailto:info@antrsc.com). Please include the position that you are applying for in the subject line.