

The Idaho State Department of Agriculture located in Boise, ID is pleased to offer a fall **International Marketing/Business Internship** beginning sometime in late August 2016.

We are currently recruiting for an intern for the Market Development Division, located in Boise, Idaho. The intern will provide support to international marketing programs. Responsibilities to include trade policy research, database updates, trade mission preparations, development of recruitment materials for promotions and events, distribution of promotion announcements, scheduling and logistics for visiting international buyers.

#### **ESSENTIAL REQUIREMENTS:**

- Junior or senior college standing in the fall of 2016 or may be enrolled in graduate classes. Must be a student during the duration of the internship.
- Pursuing a degree in Marketing, Business or International Relations
- Ability to market oneself and one's ideas
- Strong verbal and written communication skills
- Attention to detail
- Self motivated
- Creative and resourceful
- Basic understanding of business fundamentals, needs and development
- Outgoing personality
- Demonstrated skills in follow through on multiple tasks and willingness to step in and assist whenever needed
- Dress and conduct oneself with professionalism while representing ISDA
- WUSATA provides funding for a State to hire an intern. The intern must be a student and their work must be on international projects. They will work on in-bound missions, export workshops and education, market research and promotions.
- Proficient in Word, Excel and Outlook
- Familiarity with Illustrator and Photoshop

Approximate Duration: August 2016 – December 2016 part-time and with some flexibility to meet class schedules.

Hours: Minimum 20 hrs. per week, Mon-Fri. with some flexibility.

Compensation: \$10.00/hr. funded through the Western U.S. Agricultural Trade Association. The internship is for a maximum of 970 hours through the end of the calendar year.

Application Deadline: April 23, 2016

Submit the following: letter of interest, resume, and two letters of recommendation to:

Email: [Pamela.Graviet@ISDA.idaho.gov](mailto:Pamela.Graviet@ISDA.idaho.gov)

OR

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