

APPLY
TODAY



WYOMING
State Fair
SINCE 1905



Intern

PARTNERSHIPS & EVENTS

Wyoming State Fair 2024 Internship Program

PARTNERSHIPS & EVENTS

POSITION

Join our vibrant team as a Partnerships and Events Intern at the Wyoming State Fair! This role is designed for a proactive and enthusiastic individual eager to deepen their skills in event management and partnership cultivation. You will play an integral part in enhancing our relationships with sponsors and ensuring the successful execution of events. This position offers hands-on involvement in a supportive and dynamic environment. If you are ready to contribute to the success of one of Wyoming's most celebrated events and develop key industry connections, we invite you to apply and help us make the fair an outstanding experience for all.

Summertime: July 9 - August 19, 2024 | Fairtime: August 10 - August 19, 2024

RESPONSIBILITIES

Event Setup & Execution: Assist with the installation and set up of event infrastructure and sponsor deliverables, ranging from credential packets, sponsor boxes, banners, PSA's, and more.

Documentation & Reporting: Capture photographs of activation around grounds (banners, signage, flags etc.), helping to pull together information for end-of-year sponsor reports and award submissions.

Communication & Strategic Development: Prepare and collaborate to install sponsor activation, including but not limited to PSA's, flags, banners, and scripts. Help to identify future potential partners and sponsors using data from ticket sales, social media analytics, Placer.ai and Zartico.

QUALIFICATIONS

- Currently pursuing or have recently graduated with a degree in Finance, Communications, Business, or a related field.
- Strong organizational and time management skills.
- Excellent verbal and written communication abilities.
- Ability to manage multiple tasks and priorities in a fast-paced environment.
- Proficient in Microsoft Office Suite, especially Excel and Word.
- Keen attention to detail.
- Eagerness to learn and adapt in a dynamic work setting.
- Interest in event management, administration, and community engagement.

This internship is designed for individuals looking to learn more about sponsorship programs. Interns will gain invaluable experience working alongside seasoned professionals, contributing to the successful execution of one of Wyoming's most cherished events. If you are passionate about supporting partners and building relationships this is the perfect opportunity to develop your skills in a supportive and exciting environment, we encourage you to apply.