We are offering an internship that will help you transition from college to the professional world, by allowing you to gain practical experience in disciplines such as marketing, sales, management and other tasks relating to running a small business (regardless of industry).

Our goal is to provide a fun, fast-paced internship in the exciting field of travel. This internship is open to all majors, not just those focused on hospitality and tourism. Some disciplines that may fit well in this internship include marketing, business, communication, and public relations. (The agency owner has a BA in Political Science; so don't let your area of study hold you back!!)

Ships 'N' Trips Travel is looking for an outgoing individual with a borderline-obsessive attention to detail, an ability to work independently, and an ability to think creatively and quickly while managing multiple tasks simultaneously.

DESIRED SKILLS

- Excellent oral and written communication skills
- Experience in or study of marketing concepts
- Experience with Word, Excel, PowerPoint, and Publisher
- Experience with social networking (i.e. Facebook, Twitter, etc.)
- Must have access to Skype
- Knowledge of WordPress, MS Expressions, or basic HTML would be a plus
- Previous travel or study abroad experience would be a plus

RESPONSIBILITIES

- Work with the owner to develop marketing plans & initiatives
- Implement, track, modify & report on marketing plans & initiatives
- Organize & execute on-campus marketing events & activities
- Generate new ideas
- Contribute to website(s), social networking pages and groups
- Develop and implement new social marketing programs
- Develop and implement marketing tactics utilizing online resources to encourage prospective client interest & interaction
- Create marketing, collateral pieces as directed
- Provide suggestions on how to best generate sales through marketing both on campus and online
- Assist in evaluating marketing efforts to determine best practices for future marketing programs, activities
- Other duties as assigned