

Marketing Intern – Unpaid

Terry Lee Wells Nevada Discovery Museum (The Discovery)

Position Summary

The Discovery is seeking a motivated Marketing Intern to support the museum's brand. The Marketing Intern will be responsible for assisting the organization in the development and implementation of its marketing and public relations plans. This will be accomplished through developing, maintaining and expanding marketing channels/methodologies to the community and various museum stakeholders.

Reports To:

Marketing & Communications Director

Specific Duties

- Plan for and represent the museum at external marketing events
- Maintain collateral inventory for presence at external events
- Assess the success of a variety of marketing tactics
- Assist in coordinating various marketing methods including, direct mail, print ads, networking, internet, social media, and develop new methods of marketing

Preferred Qualifications

- Ability to work enthusiastically, respectfully and professionally with a wide variety of audiences
- Ability to work independently and as part of a team
- A passion for helping people discover and explore science, art, math and Nevada history
- College degree or pursuit of a degree in marketing or advertising
- Flexible schedule—the ability to work some evenings and weekends

Intern Hours

- 12-20 hours per week
- Weekly meetings with Marketing & Communications Director

How to Apply

Please e-mail resume, cover letter and three references to sdarcy@nvdnm.org. No phone calls please.

The Terry Lee Wells Nevada Discovery Museum is an Equal Opportunity Employer. Qualified persons are considered for employment without regard to race, color, religion, sex, sexual orientation, national origin, age, genetic information, political affiliation or disability. The Terry Lee Wells Nevada Discovery Museum is a drug-free workplace.