2021 WRCA Summer Internship

Summary

The WRCA internship will offer the opportunity to see all aspects of association management and event planning. Qualified candidates will be challenged to assist WRCA staff in the daily activities of the organization. This position is located at WRCA's headquarters in Amarillo, Texas, and travel to specific events might or might not be part of the internship.

Responsibilities Could Include:

Write and disseminate press releases and news releases
Assist with WRCA's presence on Facebook, Twitter and Instagram
Create email blasts for association marketing
Coordinate event results for web and social posts
Assist in marketing WRCA apparel
Maintain list of media contacts
Develop and/or update various marketing material
Help plan and coordinate special events that promote WRCA and related activities
Assist with planning the WRCA World Championship Ranch Rodeo

Internship Timeline

Summer Internship (May-August)
Application Due March 19

Return Application to:

WRCA Internship
408 SW 7th Ave
Amarillo, TX 79101
wrca@wrca.org

2021 WRCA Summer Internship Application

Personal Information:

Name: _____

Address: _____

_____

Email: _____

Phone Number:_____

Emergency Contact:_____

Phone Number: _____

Relationship: _____

Education and Training

Name of School(s):

_____

Years Completed:
 □ One □ Two □ Three □ Four □ More

Degree: _____

Will you be taking college courses during the internship period? □ No □ Yes, how many hrs?_____

Are there days of the week that you would unavailable? □ No □ Yes, please explain below

Why do you want to intern with WRCA?

What are your goals after graduation?

Skills: Please describe your skills and abilities that qualify you for this position.

Work Experience: Provide all company names, contact information, dates and duties. (Use additional page if necessary)