



American Shorthorn Association :: Kansas City, MO :: 816.599.7777 :: shorthorn.org

The American Shorthorn Association (ASA) and the American Junior Shorthorn Association (AJSA) seek individuals interested in a full-time paid summer internship. ASA will be selecting three individuals for our 2024 summer internships. This is an outstanding opportunity to attain training and work experience in a breed association atmosphere. The interns will assist with programs of the ASA and AJSA activities, such as the planning and execution of the National Junior Shorthorn Show & Youth Conference, including but not limited to press releases, creative design work, media contact, social media, photography, videography, correspondence with planning committees, and data entry input and organization. The three positions available are detailed below. **DUE NOVEMBER 20, 2023.**

Qualifications of all interns:

- Should be a junior or senior in college
- Livestock or agricultural background preferred
- Must have interest in working in agricultural related field after college
- Self-motivated, professional, detail-oriented, outgoing and energetic
- Computer skills including Microsoft Office programs.
- Communication, Marketing and/or Public Relations skill preferred
- Travel to NJSS required - 2024 location, Timonium, Maryland
- Position is held in Kansas City, MO
- Internship beginning and ending dates are variable upon applicant availability with school (Start in May following classes - late July)
- Living arrangements are responsibility of applicant, however ASA will assist in finding location.
- Compensation is \$500/week
- Must do the following basic responsibilities and all else as required. These positions grow and change with group of interns.

Communications Intern

- Agricultural Communications major required
- Will be in charge of planning and scheduling social media for ASA, AJSA, and NJSS.
- Will assist director of communications in researching promotional items.
 - Includes helping with potential new designs
- Press releases related to the NJSS
- Website updates if needed
- Photography/Videography while at NJSS
- Design of Exhibitor Folder (Handbook) for the NJSS as well as other NJSS design projects
- Must have experience with Adobe programs. May be asked for work samples before final selection.

Registrations Intern

- Agricultural major
- Assist with entries for NJSS (includes fixing wrong entries, following up with incorrect entries and answering questions)
- Assist with check-in preparation and helping with the show program. Assist while at the show with show related items.
- Order back numbers
- Help put together exhibitor envelopes
- Tasks to assist in preparing for NJSS
- Excel will be used heavily in this position
- Learn how to use the ASA registry system

Youth Activities Intern

- Agricultural Communications major preferred but not required
- Will assist the director of youth activities with organization and planning of NJSS
 - This includes contest planning and preparation, contacting judges, and more
- Will assist with contests while at NJSS and assist junior board when needed.
 - Could include: timing, helping judges, telling people where to go, etc.
- Update show results on the website
- Put together exhibitor envelopes
- Adobe experience preferred but not required
- All tasks required related to the NJSS

Those interested in applying for internship please email the following to shelby@shorthorn.org by Nov. 20, 2023.
 • cover letter, resume, minimum of 3 references (2 previous employers and 1 advisor - just list)