



CONVENTION INTERN

North Dakota Stockmen's Association
407 S. Second St. • Bismarck, ND 58504
(701) 223-2522 • www.ndstockmen.org

The North Dakota Stockmen's Association is seeking two enthusiastic, organized and people-oriented college students to serve as convention interns during the 90th Annual North Dakota Stockmen's Association Convention & Trade Show, "This is Stockmen's Country," Sept. 19-21, 2019, at the Grand Hotel in Minot, N.D. The internship will run from approximately 10 a.m., Thursday, Sept. 19, to 10 p.m., Saturday, Sept. 21.

Skills/Qualifications:

Applicants should have an interest in the beef cattle industry and strong interpersonal skills. Applicants should be able to manage multiple tasks; have a strong attention to detail; and enjoy working with a team in a fast-paced setting.

Responsibilities:

The convention interns will have these primary responsibilities:

- Register and host convention guests.
- Distribute convention materials.
- Prepare meeting rooms.
- Assist with audio visual tasks.
- Take photographs and videos.
- Update and monitor social media channels.
- Tally contest results.
- Others as directed to support staff and volunteer leaders.

Compensation:

The convention interns will be offered a complimentary convention registration, eight meals, a hotel room Thursday, Friday and Saturday and the opportunity to learn more about the beef industry and the role a trade association plays in it.

To Apply:

Applicants should send a cover letter and resume to:

North Dakota Stockmen's Association, 407 S. Second St., Bismarck, ND 58504.

Deadline:

The application deadline is July 29, 2019.