



## **Job Description: Marketing Intern**

### **Who we are:**

We're Pivot Business Consulting, a dynamic business consulting firm with a fierce desire to work with clients and take them to their next step. Relationships are a big deal to us—we care greatly for each other, our clients and our community. We believe a career is a huge part of life's experience. Why not fill it with purpose, passion and fun? We fully embrace the motto, "work hard, play hard." For us, a well-played prank is just as rewarding as a strong sales strategy. We believe in working with smart, fun people, inspiring them and getting out of their way. Maybe that's part of the reason we've been repeatedly touted as one of the "best places to work" by our interns, staff and collaborative partners.

### **About this role:**

- Create social media "push" content library;
- Load into scheduling platform, monitor & manage content;
- Prepare blog articles, eBooks, and other "pull" content;
- Research & assist with preparation of organization outreach strategies;
- Research and prepare marketing & sales collateral for profit entity;
- Assist with branding campaigns;
- Research relationship building sales strategies;
- Prepare reports of findings, illustrating data graphically & translate complex findings into written format;
- Research information to help Pivot determine their position in the marketplace;
- Gather data on competitors and analyze their prices, sales, and method of marketing and distribution;
- Collect and analyze data on customer demographics, preferences, needs, and buying habits to identify potential markets and factors affecting product demand;
- Create and evaluate methods and procedures for collecting data, such as surveys, opinion polls, or questionnaires and gather data.

### **What you need to know/have for this role:**

Strong research & communication (writing, verbal & listening) skills; creative, problem solving, excellent time management & prioritizing skills, bold and fearless attitude, confident.

### **Extra awesome if you have these:**

Ability to lead and follow, self-motivated, entrepreneurial mindset.



**Working Conditions:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Usual office working conditions: noise level in the work area is typical of most open- workspace office environments (with telephones, personal interruptions, and background noises) and of non-typical workspace environments (with music, loud laughter and cheering). Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**What we offer:**

Career development and mentoring; job skills that help you obtain an entry level position in addition to a portfolio of deliverables; business casual dress code every day; weekly team meeting with cloud based drive for flexible work schedule; employee engagement; ability to work across other departments and participate in leadership & management opportunities; attend networking events, work with owner and clients directly, and a relaxed work environment that fosters a balance between hard work and fun.

**Sound like you? Here's what to do:**

Submit your resume and click "Apply Now", and submit your resume. From there, we will take a look and if we think it's a match, we'll contact you.