Illinois Corn Marketing Board

**Communications Internships**

**2018 Program Guidelines**

**Objective**

Illinois Corn Marketing Board (ICMB) will hire 2 Communications interns. The purpose of the Communications internship program is to provide an opportunity for a young person to work as a part of the ICMB staff during the summer of 2018. The interns will develop skills in working independently while creating supporting program elements given the goals of ICMB, while handling basic communications and social media applications within the office environment. The intern should expect to enhance their educational portfolio of communications projects with real-world experience at IL Corn.

**Required Qualifications**

The ICMB Intern:

• Must be an Illinois resident and full time college student, enrolled for the Fall 2018 semester.

• Must exhibit strong communication and leadership skills.

• Must have a driver’s license, reliable transportation and be willing to travel to functions.

• Must submit a completed application as required by IAA.

**Preferred Qualifications**

• A good working knowledge of Illinois agriculture.

• A genuine interest in the Illinois corn industry.

• Preference will be given to students entering their Junior year or higher.

**Intern Responsibilities:**

The ICMB Intern will work in the following areas:

• Public Relations, Marketing and Communications support.

• Conceptualization, writing, and production of short educational or satirical videos for YouTube on corn products and issues.

• Conceptualization and production of graphics and memes for use in IL Corn education materials or online social media applications.

**Work Schedule:**

• The Intern will work in the Bloomington, IL, office of the IL Corn Marketing Board, Monday – Friday, normal office hours.

• Must be available to start no later than (preferably sooner) May 29, 2018 and work through August 10, 2018 or longer if it suits the candidates class schedule.

**Supervision:**

• The Intern may work with all ICMB staff and leaders as needed and report to the Communications Director. The ICMB Communications Director will coordinate the interns’ schedule, projects and activities.

• Interns will be required to submit a summary report of activities, accomplishments, contacts made, experiences, and recommended future direction, upon completion of the internship.

**Professional Development:**

• Interns will have the opportunity to interact with association professionals, educators, and a wide cross section of Agricultural leaders.

**Compensation/Travel Allowance:**

• The Intern will be compensated with an hourly wage, tentatively planned for $15/hr

• The Intern will be allowed reimbursement of expenses (mileage, hotel, meals, etc.) related to all pre-approved ICMB activities.

• The Intern is encouraged to investigate and seek credit hours for the internship through his or her school and necessary requirements for that credit will be facilitated by IL Corn staff.

**Application Process:**

Candidates must submit the following no later than December 1, 2017.

• A completed application form.

• A current resume.

• A list of accomplishments, awards, and activities (may be included in resume).

• An original video script or produced video regarding the corn industry or issues related to it in Illinois, 30-90 seconds in length. See the IL Corn youtube channel for samples. (script to be the property of ICMB after submission)

• Links to videos or graphics pieces you’ve developed or assisted with developing.

Further, candidates may be asked to:

• Participate in an interview.

• Undergo appropriate training at the Illinois Corn Marketing Board office and the IL Farm Bureau office.

**Deadline for application – December 1, 2017**

**Interviews will be held during the December/January college break between semesters.**

**Hiring decision made by January 15, 2018.**

**Please complete the application, prepare and attach the required information (listed above), and send via U.S. mail or scan and email to:**

**Illinois Corn Marketing Board**

Attn: Tricia Braid, Communications Director tbraid@ilcorn.org

P.O. Box 487, Bloomington, IL, 61702-0487

**2018 Illinois Corn Marketing Board**

**Communications Intern**

**Name**

**Home Address City State Zip**

**Home Phone Home E-Mail**

**College Phone Address State Zip**

**Cell Phone College E-Mail**

**Major College Year**

**Applicant’s Signature**