

Business Development Intern

Beyond Monumental

Beyond Monumental is seeking a dedicated college student searching for a unique fall semester internship experience in business development and marketing as the fields relate to sport, event and not-for-profit management. We are looking for a Business Development Intern to assist with developing and executing various business and marketing strategies. The Business Development Intern will assist with expansion of sponsorship and partnership plans, reviewing sponsorship packages tailored to the specific needs of current and potential partners, generating revenue through existing CNO Financial Indianapolis Monumental Marathon and Indianapolis Half Marathon assets (Race Weekend Guide, Fan Pass, Virtual Event Bag, etc.), managing a new registration sales strategy, day-to-day office duties, and other responsibilities assigned by the Executive Director, Strategic Partnerships Manager and Beyond Monumental staff.

Responsibilities:

1. Assist with development and implementation of a strategic sponsorship plan, including sales and fulfillment of existing agreements;
2. Assist with development and implementation of a strategic partnership plan targeting downtown businesses and those along the course to offer race weekend savings to participants and spectators;
3. Assist with development of Race Weekend Guide, Fan Pass and Virtual Event Bag;
4. Identify potential Mile Marker Sponsors and other potential partners;
5. Sell placements in Race Weekend Guide, Fan Pass and Virtual Event Bag and Mile Marker Sponsorships;
6. Assist with implementation of "Run for A Cause" partnerships as instructed by Strategic Partnerships Manager;
7. Collaborate with Participant Relations Manager to ensure accurate invoicing and accounting for all sponsorships;
8. Other business development, marketing and event related duties as assigned by the Executive Director.

Requirements:

All eligible applicants must currently be enrolled in an undergraduate or graduate program with a minimum of 60 hours of course work completed before the start of the 2018 fall semester. Excellent oral and written communication skills; ability to manage several projects simultaneously; proficient in Microsoft Word, Excel, and Outlook; and a dedicated, energetic work ethic are required for the position. Interns must be prepared to perform physical labor, able to lift 50 pounds, work outside regardless of weather conditions and be able to provide their own transportation and computer.

Location:

The internship will take place at the Beyond Monumental office, 202 E. Market St., Indianapolis, IN. "Field Work" at Beyond Monumental will take place at various locations throughout Indianapolis.

Time Commitment & Compensation:

Candidates are expected to commit 10 to 20 hours per week throughout the internship, July 30th – November 30th. Participation and support of the Indy Half Marathon at Fort Ben, October 5th and 6th, and the CNO Financial Indianapolis Monumental Marathon event weekend is a necessity, November 1st – 3rd, 2018. Beyond Monumental realizes that candidates may have additional school and job constraints; these conflicts will be addressed on a case-by-case basis. Students will have flexibility in setting their in-office schedules. This is a volunteer position but is eligible for course credit (pre-approve with university representative and Beyond Monumental Executive Director).

Application Process:

To apply, please submit cover letter, resume, and three references via email to Casey Collins, Community Outreach Manager, at casey@beyondmonumental.org Please apply by Friday, April 20th, 2018.