



Texas Angus Association
3602 Longmire Dr. Suite A27
College Station, TX 77845

2024 Texas Angus Association Events Planning & Coordination Internship

The Texas Angus Association office is offering a month-long internship designed to enhance a student's abilities and knowledge of the administrative side of a breed association, communication skills and learn about the Angus breed and cattle industry. From assisting in coordinating the annual meeting and banquet for members, to helping during the two largest Texas Angus sponsored sales, to spearheading new projects, the intern will receive hands-on experience of how a breed association works. Applicants should have a basic understanding of the cattle industry, be a self-starter and be able to work remotely and travel occasionally.

We are accepting applications from college students studying, animal science, agriculture communications, agribusiness, agricultural leadership or other agricultural-related majors. Applicants must be self-starters, outgoing, able to work under little supervision and have integrity.

The internship begins on January 2nd and extends through the 26th. The intern is expected to work remotely and be able to travel to Fort Worth, Texas for the events. The intern will also need to have a reliable computer and phone to conduct business. The intern will be expected to travel, and some weekend work may be required.

Responsibilities:

- Assist association staff in coordinating the annual membership meeting
- Assist in coordinating the annual membership banquet
- Aid in clerking the two TAA sales at the Fort Worth Stock Show & Rodeo
- Develop promotional items for large events
- Communicating to members and producers through multiple communications channels
- Work with other board members and committee chairmen on committee projects
- Promote the Angus Breed and represent the Texas Angus Association at events
- Other duties as assigned

Qualifications of Intern:

- Livestock or agricultural background preferred
- **Able to attend the Fort Worth Stock Show & Rodeo January 18-20th**
- Photography or graphic design skills a plus
- Must have a working computer and cell phone

- 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

Interns will be paid for their time and effort as well as receive college credit with advisor approval. To apply, please send: cover letter, resume and at least three references to taa@texasangus.com and CC kaydee@texasangus.com. Cover letters can be addressed to Kaydee Free.