



**The Loppet Foundation
Marketing/Development Summer Intern
Job Posting**

[The Loppet Foundation](#)'s mission is connecting people to the outdoors through experiences that grow community. We value anti-racism, collaboration, growth, inclusion, play, stewardship and well-being. The foundation provides quality programming for youth and adults, produces world class adventures and sporting events, and strives to create a welcoming and inclusive community in its operations in Theodore Wirth Park. The Loppet staff are dedicated and energetic individuals who work together leveraging the various aspects of the Foundation to create a whole that is more than the sum of its parts.

Job Summary: Assist the Marketing and Development departments with content curation, highlighting programs/staff/volunteers, as well as being on the ground at Loppet events and community events. Schedule is flexible with the expectation that there may be some nights and weekends requested.

Marketing Intern is responsible for the following:

- Attend practices for Loppet programming including Trail Kids, Adventures, Loppet Cycle Works, Loppet Ultimate Program etc. Take photos and videos at practice and work with department heads/pre-selected coaches to identify potential stories/blog posts and coaches/campers to highlight.
- Highlight volunteer and coaching opportunities within the Loppet and how to promote with the public
- Attend select events ie: CityTrail Loppet, Juneteenth Celebration Weekend and Wirth on Wednesdays as available. Assist as able.
- Work with Marketing to develop a blog and social media plan for loppet.org
- Attend weekly marketing meetings

The Marketing/Development Intern reports to the Marketing Director who reports to the Development Director. This is a paid, 20-30 hour/week hybrid role with a \$5,000 stipend paid in two installments at midpoint of internship and at end of internship. Intern will also receive discounted entry to Loppet events and programs. Internship will last approx May 15 - September 1, 2024.

*We recognize the need for a diverse workforce and understand that traditionally underrepresented communities must be centered in the work we do. As a Foundation, we are committed to building a blended team that reflects the community we serve. Hence, **we strongly encourage BIPOC, Indigenous and Queer-identified individuals to apply.***

HOW TO APPLY:

No phone calls, no walks in. To apply, please follow the instructions below:

- Email the following materials to marketing@loppet.org with an e-mail subject that reads "Marketing/Development Intern":
 - Resume (preferably in .pdf form) and Cover Letter in the body of the email.
- All applications received by May 10th will be considered.