



SOCIAL MEDIA & BOX OFFICE INTERNSHIP

Summary

Social Media and Box Office Interns will coincide to ensure the success of the festival. Interns must be willing to participate in social media, box office, **and other areas of the festival when needed.**

The interns for this position need to be flexible, have exceptional customer service skills, and willing to go above and beyond.

Skills & Qualifications

- Produce quality social media posts on Facebook, Twitter, Instagram, and Snapchat that are in line with the National Cherry Festival's messages
- Quickly sort through information provided by the social media team via text and email to decide what information should be posted
- Accurately answer questions posted on social media and/or in the box office in regards to tickets available and inquiries about events
- Sell and process ticket orders via mail, phone, Internet, and in person
- Operate and manage cash drawer and credit card equipment during Festival
- Assist with opening the ticket office
- Able to work independently and in teams
- Must be age 18+
- Must have a smart phone with text messaging
- Possess good analytical, interpersonal, and customer service skills
- Knowledge and/or interest of National Cherry Festival events and programming
- Be available to work during the hours of the festival, plus the week before and week after
- Able to commit to work June 21st through July 11th

Intern Benefits

- Gain experience by working with a Nationally known and respected festival
- Develop skills related to social media, ticketed and box office management
- Receive training on the festival, events and job requirements prior to the start of festival
- Housing may be provided by the National Cherry Festival
- Complimentary meals provided during Festival week when the Ambassador Oasis is open
- Establish a record of volunteer service for related work and education purposes
- An all-access pass to NCF events during work hours

How to Apply:

- To apply, email Samantha Teague at steague@cherryfestival.org and/or Jessica Hodges at jhodges@cherryfestival.com a resume by April 12, 2017.