



## Multimedia Internship

### Position

Do you have a passion for photography and videography? Have you dabbled in website development? Do you consider yourself a graphic design guru with an interest in marketing? Then consider this opportunity to grow your skills with the La Crosse Area Chamber of Commerce in this paid internship position. The Multimedia Intern will work with the Marketing Director to support projects through videography, graphic design needs, photography, and some website development.

### Description

The La Crosse Area Chamber of Commerce seeks a motivated, self-starter to assist in executing marketing efforts. This is a unique opportunity to gain real-world experience in graphic design, photography, and website development.

### Responsibilities

- Create and update current graphics to align with brand guidelines
- Work with the Marketing Director to update weekly and monthly newsletters and upcoming events flyers
- Create marketing collateral for events (such as signage, flyers, design elements, etc.)
- Assist with some website updates
- Attend events as needed and take pictures
- Upload and edit photos
- Some video production when necessary
- Other duties as assigned

### Qualifications

- Must be an undergraduate student entering Junior or Senior year status
- Seeking a degree in business, graphic design, marketing, or other related field
- Strong attention to detail
- Ability to take initiative and manage projects independently

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- Must be efficient, well-organized, and able to manage multiple projects with competing deadlines
- Excellent written and verbal communication skills
- Professional demeanor
- Working knowledge of Microsoft Office software
- Experience with Adobe Creative Suite (including Illustrator, InDesign, Photoshop, and others)
- Experience with video creation and editing
- Experience with WordPress preferred

**Start Date:** May 1<sup>st</sup> – flexible start date.

**Time Commitment:** This internship requires 10-15 hours/week with flexibility during the school year. It also requires some event attendance for photography needs – some occasional evenings and weekends. Minimum 3-month commitment.

**To Apply:** Please submit a cover letter, resume, and any examples of your work to [hire@lacrossechamber.com](mailto:hire@lacrossechamber.com).

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