



Seven-Star, Inc. [www.SevenStarEvents.com/] is America's largest "green" event producer. By "green" we are referring to the environmentally responsible and socially respectful (eR/sR) market. Seven-Star's clients include mostly non-profit organizations dedicated to eR/sR principles. Often these enlightened brand-conscious, leading NGO's ask us for leading edge high-end marketing services. Seven-Star has delivered marketing solutions ranging from design and business development projects to information technology implementations. Our goal is to be involved in collaborative, fun, and rewarding experiences that result in compelling, effective solutions for extending brands, increasing ethical customer advocacy, and achieving business objectives aligned with the triple bottom line of environment, society, and profit. Seven-Star specializes in the integration of all marketing disciplines including our core competency- event marketing.

Our internship philosophy is to reward interns with practical experience, training, and a financial percentage of those commercial projects our interns fulfill. The right intern may place in a professional position after proof of competence. Organic lunches are provided. Sales are rewarded by commission.

Internship: Business Development & Junior Marketing Executives

Participate in the conceptual development, design and production of advertising, promotional and marketing campaigns. Develop business models, business plans, budgets, infrastructure, policy, and operations. Strategize, plan, and negotiate media purchasing strategies with local and national media. Some candidates will take-over management of entire brands for start-up development. Sponsorship development and sales opportunities.

Responsibilities:

Evaluate business requirements and provide suggestions and solutions for related solution. Using standard templates from Harvard Business School and Small Business Administration, develop business, marketing, operations, and risk management plans. Using similar templates, prepare budgets for small business clients. Write and present business presentations, marketing proposals, SWOP analysis, and pro-forma. Some candidates may engage in direct sales or presentations. Candidates must be willing to take a concept from an idea stage to a completed operational business. Interns will work closely with principle to develop "in-house" brands to early stages of investor consideration. Candidates with entrepreneurial spirit and/or deep desire to learn the intricacies of business should apply.

Requirements:

- Majoring in Business Administration, Marketing, Communications, or related fields
- Outstanding creative conception skills in writing and oral communication
- Knowledge of business plan development and presentation
- Strong project management skills
- Excellent spoken and written communication skills
- College project experience accepted
- Ability to set priorities and meet deadlines in a dynamic, fast-paced environment
- Ability to work unsupervised
- Strong time management skills
- Highly organized and detail-oriented

Required Software Skills:

Skilled in MS Word, MS Excel, MS Power Point, Internet Explorer

Seven-Star, Inc.

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