Tacoma Dome

Marketing, Communication, and PR Internship

Job Description:
The Intern for the Tacoma Dome will assist in planning and executing event marketing functions at the Tacoma Dome. Projects for this position include assisting the Marketing Department with media and community relations, promotions coordination and implementation, event operations, and digital marketing functions. Opportunities to learn about sponsorship, group sales, and Convention Center marketing may be available if candidate is interested.

Specific opportunities include:
- Social media content creation and ideas
- Assisting with advertising buys including data and sales tracking, fulfillment, and settlement
- Press release drafting or editing
- Creating or assisting with email campaigns
- Website maintenance and enhancement projects
- Research and data entry
- Assist Marketing team on-site at events

This is an unpaid internship and students must be attending school and earning internship credit.

Qualifications:
- Candidates for this internship should be a communications, marketing, or business student (or similar field) that has completed sophomore-level course work.
- Students selected for this position must have organizational skills, be able communicate and write effectively, have good analytical skills, ability to maintain discretion, be self-motivated, and have the ability to work under pressure
- Knowledge of Microsoft Office is preferred
- Knowledge of Facebook, Twitter, and Instagram is required
- Intern must have transportation and be willing to work occasional nights and weekends at events

How to Apply:
For more information or to apply, email info@tacomadome.org