



## Social Media Internship

### Deadline April 15, 2019

The Laura Ingalls Wilder Memorial Society's internship program is a one of a kind learning experience that offers students an opportunity to learn about the inner workings of a museum at one of South Dakota's most famous tourist destinations.

The Society is a close-knit group of people looking for a talented, responsible intern who is interested in learning the daily operations of a museum and tourist destination while helping a non-profit thrive. We are offering a 12-week learning opportunity to work closely with the Executive Director and Assistant Directors on various projects and have the opportunity to meet visitors from around the world. You will become knowledgeable in all aspects of managing a tourism destination and understanding what travelers want from a first-hand view. You will also gain skills in public speaking as well as a bit of South Dakota history knowledge!

#### What You Will Learn:

- How to give an interesting and informative presentation to groups.
- Maintain our online community through Facebook, Vertical Response, Blog, Instagram, and other social medium platforms.
- Help supervise and train tour guides.
- Assist our Director with regional promotions and advertising.
- How to create, plan, and implement special events.
- Plenty of additional opportunities in related projects specific to your goals and talents.

Interns are welcome to propose projects of their choosing contingent upon agreement of the Executive Director, who will advise the project.

Check out some of our social media accounts:

Facebook: <https://www.facebook.com/LauraIngallsWilderMemorialSociety/>

Discover Laura Blog: <https://discoverlaura.wordpress.com/>

Instagram: [https://www.instagram.com/discover\\_laura/](https://www.instagram.com/discover_laura/)

#### What We Require:

- Strong communication and moderate research skills.
- Must conduct oneself in a mature/professional manner and be able to work accurately and efficiently with minimal supervision.
- Experience with computer skills and camera use is a plus.
- Proficient in Microsoft Suite Office and Photoshop Elements.
- Organized, with an ability to prioritize time-sensitive assignments.
- Familiarity with social networking sites desired, but we will also train.
- An interest in South Dakota history, Laura Ingalls Wilder and pioneer life.
- Interest in nonprofit management and community development.

**FQA:**

*Can I get academic credit for my internship?*

Yes, but it is your responsibility to arrange to receive credit with your university before arriving.

*How do I find housing?*

There are multiple apartments and rentals nearby. The museum will help locate housing.

*Do I need a vehicle?*

Yes, interns need to provide their own vehicle. Our tours go across town, so you will need to be able to drive.

*Wage:* \$9.50/hour with housing assistance

**Details:**

This is a full-time position and it begins May 15th and ends September 1st, but the dates are negotiable. This internship will be offered to an undergraduate or graduate student currently enrolled in a degree program at a two-to-four year institution or a recent graduate (no more than one year before the first day of the internship) in appropriate disciplines. Acceptable majors include, but are not limited to: museum studies, history, anthropology, tourism, English, communications, and non-profit management.

**Necessary Documentation:**

1. Resume or CV
2. Cover letter
3. Unofficial transcript
4. Writing sample
5. List 3 references

Please send all necessary documents to [tessa@discoverlaura.org](mailto:tessa@discoverlaura.org) or mail to:

Laura Ingalls Wilder Memorial Society

PO Box 426

De Smet, SD 57231

For more information please contact Tessa Flak at [tessa@discoverlaura.org](mailto:tessa@discoverlaura.org) or call 800-880-3383.

*“Bringing the Laura Ingalls Wilder legacy to life today  
while preserving it for the future.”*