



THE EUROPEAN-AMERICAN CENTER FOR INTERNATIONAL EDUCATION

www.provisions.ws, www.euramcenter.com, www.eurabbey.com, www.la-cure.com

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People are our most important asset and we invest heavily into our human resources. Our entrepreneurship, professionalism, spirit and culture create a unique environment in which interns can excel.

The European-American Center for International Education (The Eur-Am Center) and ProVisions, LLC have one of the most recognized and successful internship programs in the world. Whether you are an undergraduate, Master's candidate, PhD, or life-long learner, we have an internship opportunity to help you achieve your professional goals.

We are currently seeking a:

MARKETING/PUBLIC RELATIONS INTERN

Position Description

Summary:

A dynamic, innovative, self-starter is needed to provide the Eur-Am Center and Provisions, LLC with marketing and public relations techniques to improve growth and generate profits for the company. The position would be involved with ensuring that the workflow of assigned company projects remains smooth and efficient, in addition to acting as the contact person for internal and prospective clients.

Academic Qualifications:

- High school graduate or equivalent (Required)
- Major and/or coursework in Marketing and/or Public Relations (Preferred)

Experience and Skill Requirements:

- Previous work experience in the field of marketing, sales, and/or public relations
- Prior business/marketing/sales experience working in a team-based environment
- Highly organized and detail-oriented
- Professional or academic experience in networking, developing partnerships, and extensive interpersonal communication
- Able to manage multiple projects simultaneously and with efficiency
- Excellent written and oral communication skills

- Proficient knowledge of Microsoft Office programs (i.e. Word, Excel, PowerPoint, and Access)

Job Responsibilities:

- Conducting research on companies/clients for potential contacts
- Researching the latest strategies for marketing and advertising
- Assist in setting standards of performance, and developing strategies and tactics to implement objectives
- Market, develop and recruit new clients for the Eur-Am Center and ProVisions, LLC
- Cultivate and maintain relationships with universities, academic personnel, international companies and economic development officials

Compensation:

Compensation will be based on experience and education. Qualified candidates that are work/study for credit and/or experience are preferred. Work/study internship candidates often are offered part or full time employment upon the successful completion of their internship.

Contact:

Human Resources @ 248.988.9341, Fax 248.723.3341, Email hr@provisions.ws

Our interns are amongst the youngest, most energetic, motivated and brightest individuals in the world and are extremely sought after by leaders in their field.

Our Vision, Core Values, and Mission energize our organization and people