



# Public Relations & Communications Internship

**Company Name:** Ohio Quarter Horse Association

**Contact:** Nicole Barker at nbarker@oqha.com

**Job Title:** Public Relations & Communications Intern

**Applications Accepted:** April 16<sup>th</sup> to June 15<sup>th</sup>

**Location:** Richwood Office of the Ohio Quarter Horse Association

## Company Description:

The Ohio Quarter Horse Association is a state affiliate of the American Quarter Horse Association. Our mission is to promote the registered American Quarter Horse within the state of Ohio. The association works to meet this mission by encouraging the breeding and competition of Quarter Horses through many programs including an extensive year-end awards program, an Incentive Fund program, generous support of youth teams to the American Quarter Horse Youth World Championship Show and the All American Quarter Horse Congress, youth scholarships, a state queen contest and members-only discounts on goods and services. In addition, we provide ongoing support to affiliate and alliance equine groups around the state.

## Job Summary:

This is a paid internship, reporting to the Public Relations & Communications Coordinator for the Ohio Quarter Horse Association host of the All American Quarter Horse Congress.

## Duties/Responsibilities:

- Assist in producing marketing material on behalf of OQHA and the All American Quarter Horse Congress
- Creates original print and web designs, representing the organization accurately and maintaining brand identity
- Write creative content for the organization; including but not limited to magazines, press releases and website content
- Represents the organization to the public, while exemplifying brand identity
- Provides information for supervisors, such as monthly reports and board reports, as needed
- Perform all other duties deemed necessary for this position

## Requirements/Qualifications:

- Course work in Communications, Marketing or equivalent work experience required. Experience and knowledge of the equine industry is essential
- Ability to create original content and artwork
- Operate Adobe Creative Suite 6 and Microsoft Office proficiently
- Work well under pressure and meet deadlines
- Detail orientation in all aspects of the job
- Communicate effectively in dealing with and coordinating the efforts of people-either individually or in groups
- Photography skills are preferred