



American - International Charolais Association

11700 N.W. PLAZA CIRCLE • KANSAS CITY, MISSOURI 64153 • (816) 464-5977 • FAX (816) 464-5759 • WWW.CHAROLAISUSA.COM

Junior National Internship Opportunity with the American International Charolais Association

Purpose:

To provide a college age student hands-on experience preparing for and executing the AICA's largest summer activity – the American International Junior Charolais Association (AIJCA) Junior National Show & Leadership Conference. The Junior National intern will assist the AIJCA board and American International Charolais Association staff during this month long internship.

Qualifications:

- College aged student preferred
- Approximately the week of June 3 and ending the week of July 1
- Ability to be a self-starter and to work independently
- Excellent written and oral communication skills
- Knowledge of Microsoft Office programs including Access preferred
- Familiarity with livestock show procedures

Major Responsibilities:

- Assist the Director of Youth Activities with planning and execution of the AIJCA Junior National Show & Leadership Conference
- Contest organization, preparation and execution
- Work alongside the Junior Board, committees and youth throughout Junior National assisting in all tasks
- Office management and exhibitor relations

Compensation:

Compensation will be determined once an intern is selected.

Special Considerations:

Position is located in Kansas City, MO. If the applicant does not have housing accommodations, the Director of Youth Activities will aid in locating sufficient housing. Travel is involved to Belton, Texas, as well as work on weekends, and at other times as assigned.

To Apply:

Send cover letter, resume and a list of references to kchism@charolaisusa.com no later than Friday, March 1, 2024.

Contact:

Kaitlyn Chism
AICA Director of Youth Activities & Foundation
(816) 873-5265
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