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NCHA Foundation Internship Opportunity

The NCHA Foundation is looking for an intern for the 2021 NCHA Metallic Cat World Championship Futurity. This internship provides the unique chance for a student interested in the western performance horse industry, non-profit work, and event management to gain real-world experience. The internship will begin in early November and end after the conclusion of the NCHA Metallic Cat World Championship Futurity in mid-December. Intern will gain learning experience with staff, NCHA Foundation donors, the NCHA membership, special event production, historical archives, and content creation. Applicants should display interest in event planning and execution, a strong eye for detail, the ability to self-start, and a willingness to learn.

JOB REQUIREMENTS:

Applicants should have strong time management skills, possess the ability to work in a fast-paced environment and be adaptable. Availability to work nights and weekends during show dates. Applicants should be proficient in Microsoft Office and social media platforms. Applicant must always conduct themselves in a professional manner, have a strong work ethic, and positive attitude. Knowledge of the Western/equine industry a plus.

DUTIES AND RESPONSIBILITIES:

- Assist with archive login and capture
- Assist with industry events, planning & on-site support
- Collaborate with Foundation director to develop engaging content for the NCHA Foundation's social media platforms
- Understand and adhere to project timelines, including special events and award presentations
- Various additional duties as assigned.

ABOUT THE NCHA FOUNDATION:

As the charitable arm of the NCHA, the NCHA Foundation is a 501(c)(3) non-profit organization. We directly support the NCHA and the cutting horse community through our endeavors to educate our youth, protect the horse, preserve our past and secure the future. Our mission is to serve the NCHA, and its members, through youth scholarships, animal welfare, historical preservation, and promotion of the sport of cutting.

DURATION & LOCATION: The NCHA Foundation internship dates are November 1st – December 13th. The NCHA Metallic Cat World Championship Futurity is scheduled to take place November 17th – December 11th at the Will Rogers Memorial Complex. Intern will need to be able to travel between NCHA offices and Will Rogers memorial Center at times. Schedule to be finalized upon offer.

COMPENSATION:

Pay will be commensurate with experience.

CONTACT: To apply, please email your resume to Julia Buswold, NCHA Foundation director, at jbuswold@nchacutting.com by October 1, 2021.