



# INDIANA STATE FAIR

## Title: Sign Shop Intern

**Internship Dates:** May through early August, start and finish dates are negotiable.

### *Paid Internship*

**General Description:** Sign Shop interns report to the Sign Shop Coordinator. A Sign Shop intern works with a team to create projects for State Fairgrounds events and the Indiana State Fair while working with the Marketing team to provide an excellent customer experience to our guests and community.

### **Responsibilities:**

#### **Leading Up to the Fair**

1. Works with a team to produce, install, and maintain signs and banners for Fairgrounds events and all Fair departments.
2. Assists with sign shop inventory and maintains supplies and materials.
3. Working with the marketing team to help with various projects.
4. Leading interns from other departments during intern workdays.

#### **During the Fair**

1. Working with the sign shop team on any high priority projects.
2. Assisting the marketing team with various tasks such as refilling the fair map stations and taking photos and video for the marketing team.

**Qualifications:** Interns will work 40 hours per week prior to July with extended hours occasionally beginning thereafter. We look for creative individuals who like working as a team to complete projects for our community.