



INTERNSHIP APPLICATION

Position: BHSS Event Internships - multiple positions available
Location: Rapid City, South Dakota
Event Dates: January 26-February 5, 2023

Program Purpose: *To provide an outstanding opportunity to gain training and work experience in the livestock and equine industries as well as event-based business through the Black Hills Stock Show & Rodeo®*

Eligibility:

- *Applicants must have at least a 3.0 GPA or B average.*
- *Applicants must be an undergraduate college student at a sophomore, junior or senior level at the time of application submission.*
- *Applicants should be US residents.*
- *An agricultural degree program and background is preferred, but not required.*
- *Applicants must be comfortable around livestock, including, but not limited to cattle, horses, sheep, swine and goats.*
- *Applicants should possess excellent communication skills with a strong work ethic. Self-motivation and the ability to work on a task with minimal supervision is ideal. Positive attitude and organization are beneficial.*

The Internship: *The internship program provides up to seven qualified college students the opportunity to assist in all aspects of event planning and execution for the Black Hills Stock Show & Rodeo®, January 26-February 5, 2023.*

Compensation:

- *Interns receive lodging and some meals during the time they are required at the event.*
- *BHSS will assist in complying with school requirements, written evaluations and other documentation related to the internship. It is the intern's responsibility to initiate and coordinate college credit for this internship.*

To Apply Submit the Following:

- *Application.*
- *Transcript: can be unofficial.*
- *Resume (including three professional references).*
- *Cover Letter.*
- *Photo (one recent head shot of applicant).*
- *Personal biography limited to 250 words or less, should introduce the applicant (hometown, what college or university you are attending, major, prospective career plan, reason for applying as a BHSS intern, etc.)*

Deadline to apply: December 1st, 2022 by 4pm MT

Please email application materials to: dani@blackhillsstockshow.com

Questions? Please contact Dani Herring at dani@blackhillsstockshow.com or (605) 721-9030



DUTIES & RESPONSIBILITIES

General Internship Requirements

- *Exceptional organizational skills.*
- *Excellent work ethic.*
- *Initiative.*
- *Creative problem solving.*
- *Strong communication skills, and ability to work well with staff, as well as with a dedicated group of volunteers.*
- *Handle yourself professionally at all times during the BHSS.*

Livestock Show & Sale Internship

- *Assist with overall management of commercial and youth livestock shows, sales and events.*
- *Assist with show check-in of livestock and exhibitors.*
- *Facilitate sale preparation and execution alongside BHSS staff and livestock committee.*
- *Assist with daily preparation of materials (i.e., show books, awards, sale info, etc.).*
- *Double check results.*
- *Provide general information and customer service to exhibitors, breed representatives and the general public.*
- *Assist with show duties (announcing, clerking, ring steward, gate person, etc.).*
- *Communicate and promote BHSS via social media, assisting media outlets and other industry partners.*
- *Other tasks as assigned to ensure BHSS events are executed in an appropriate manner. These tasks may or may not be directly livestock related.*

Equine Internship (January 19-January 28)

Depending on interest this internship would provide 1-2 interested applicants the chance to assist with AQHA events and the BHSS Horse Sale. The majority of these take place prior to the official start of the BHSS.

- *Support the overall implementation of all horse events (with specific focus for the BHSS Horse Sale, Hutchison HW Brand Stallion Row, AQHA Ranch Horse Versatility, NRCHA Show, AQHA Winter Spectacular Horse Show, and Best of the West Roping Futurity) under the direction of BHSS staff and horse committee.*
- *Provide support to BHSS Staff in office and on show and sale grounds.*
- *Assist with set up for the office, events, stalling and related event needs (arena set up, officials set up, show books, post draws, post results, manage cattle, hang signage, etc.).*
- *Assist with check in of horse exhibitors, consignors and buyers.*
- *Provide general information and excellent customer service to exhibitors, horse committee members, volunteers, officials and the general public.*
- *Answer general questions from the public about the BHSS equine events*
- *Assist with horse sale (clerk, run paperwork, check out, run cattle for the preview, etc.)*
- *Other tasks as assigned to ensure all BHSS events are executed in an appropriate manner. These tasks may or may not be directly equine related.*



2023 BLACK HILLS STOCK SHOW & RODEO®



APPLICATION

Personal Contact Information

Name:

Date of Birth:

Cell Phone Number:

Mailing Address:

City:

State:

Zip Code:

Email Address:

College/University Information

Name of College:

Major:

Classification (check one): Soph Jr Sr Other:

Overall GPA:

Hours Completed:

Expected Graduation Date:

College Advisors Name:

Advisors Phone Number:

Advisors Email:

Internship Interest

Position applying for:

Will you be taking the internship for credit? Yes No

Application due date: December 1, 2022, 4pm MT

Submit unofficial transcript, application, resume, cover letter, personal bio and photo via email to:
dani@blackhillsstockshow.com