



Entrepreneurial Internship Opportunity

Tiffany Bernard, Founder and CEO of Anew Live to Live LLC, is looking for an enthusiastic Entrepreneurial Intern. Anew Life to Live LLC is an empowering professional coaching company. Through corporate services, coaching programs, and transformational speaking, we promote dynamic living, offer fulfillment, and dynamic success.

This unique internship is an opportunity to channel your proficiencies, professional enthusiasm, and enhance your business & marketing skills! If you are an aspiring Life Coach or Career Coach, you will also receive VIP Coaching and training from Tiffany.

As an intern, you will be involved in meaningful and exciting entrepreneurial projects, be exposed to business operations, and attend exclusive and professional development events (may be held on weekends and evenings). Additionally, you will make beneficial connections with a variety of business leaders and coaching professionals during networking activities.

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You will be privy to useful tools and resources that will help you grow both professionally and personally throughout the program.

Location: Chicago, Illinois

Compensation: \$500-\$1,000 stipend

May result in a paid, permanent position as a Marketing or Executive Assistant position; School credit available.

Duration: February 2020 –June 2020 (*duration is flexible*)

Hours per week: At least 10 hours

Qualifications:

- Preferably enrolled in a Bachelors/Master's program for Business, Marketing or Psychology; *Graduating by Spring 2020 or Fall 2020*
- Excellent organizational and interpersonal communication skills
- Familiarity with social media platforms (including Twitter, Facebook, Instagram, and LinkedIn)
- Solid analytical skills
- Core Excel and Power Point skills
- Creative and proficient writing skills
- Reliable and punctual
- Demonstrated ability to effectively manage tasks

The ideal candidate:

- Takes initiative
- Is detail-oriented
- Is able to take direction well
- Works well independently or in a team environment
- Responsible and excited to learn about business
- Has interest in Marketing, Entrepreneurship, and/or Life & Career Coaching

Responsibilities:

Intern responsibilities will include training, assisting and/or managing the following:

- Business operations system - includes organizing and updating contacts/clients, projects, workflows, and business files
- Social Media support- posting for social media platforms and reviewing analytics
- Manage the Email Marketing campaign- preparing layout and relevant content for email newsletters
- Blogs- organizing blog content and scheduling regular blog posts
- Live events support-speaking engagements and special events

Apply today on Indeed! Visit <http://bit.ly/internchicago>