



ACCOUNT SERVICES INTERNSHIP OVERVIEW

POSITION DESCRIPTION

Account service interns are part of daily marketing and advertising operations. The internship provides the opportunity to gain experience and grow both professionally and personally. Overall, participants will see first-hand how agencies work with their clients; the internal collaboration of agency staff on client projects; and how agencies develop strategies and implement them internally and with clients.

RESPONSIBILITIES

- Provide support with general administration-related duties as assigned
- Assist in coordination of campaign and project activities
- With account management oversight, coordinate planning and execution of advertising activities for clients
- Acquire knowledge of clients' business and anticipate needs, solutions and opportunities
- Proofread internal documents and client communications for accuracy
- Track and analyze competitive activity and consumer trends
- Initiate jobs and other tasks using Agency's project management system

QUALIFICATIONS

- 3.0 GPA or higher and be a college junior, senior or graduate student
- Communications, advertising or marketing major
- Professional skills including punctuality, reliability, appearance and conduct
- Excellent verbal and written communications skills
- Well organized and responsible for timely completion of work; ability to multitask
- Enthusiasm for the field of advertising and marketing

HOURS

18 hours a week/12-14 weeks

This internship is unpaid and provides credit for a semester-long internship.

APPLICATION DEADLINES

Our internships coincide with the school semester. Applicants are encouraged to apply as early as possible for consideration.

CONTACT

Jobs@andbarr.co

No phone calls, please.



We are &Barr.

&Barr, formerly Fry|Hammond|Barr, is an advertising agency that focuses on relationships. Whether an employee, client, vendor or simply a friend – the “&” personifies collaboration. Think Employee&Barr, Client&Barr, Vendor&Barr or Friend&Barr. Our new branding reflects the agency’s rich history of partnership and future-forward thinking.

Founded in 1957, &Barr is constantly innovating and adding relevant services and skill sets to meet the evolving marketing and advertising landscape, as well as clients demands for proven ROI. In our 61-year history, we have added comprehensive public relations services, a variety of digital solutions, and expanded its strategic planning and brand development capabilities.

&Barr’s philosophy is to collaborate with clients to do great work. With more than 50 talented associates, we offer a full complement of services including branding; strategic planning; offline and online media and analytics; search and SEO; PR; social media; offline and online creative and production.

&Barr's suite of services offers strategic integrated solutions to help us build our clients' business and brands.

Orlando

407.849.0100

600 East Washington St.

Orlando, Fla. 32801