



## 2025 Internship Program

### Join Traverse City Horse Shows, LLC (TCHS)

Located at Flintfields Park, just 10 minutes from downtown Traverse City, TCHS hosts premier hunter-jumper events in one of Michigan's most scenic destinations. Entering our 11th season, we proudly present 12 weeks of FEI and National-level competitions, including the FEI North American Youth Championship, Major League Show Jumping, Silver Oak Jumper Tournament, the Longines FEI Jumping World Cup™ North American League Qualifier, and the renowned American Gold Cup.

### About the Internship

This immersive, hands-on program puts you at the heart of world-class equestrian events. As an intern, you'll contribute directly to event operations, sponsorship, marketing, hospitality, and communications—gaining invaluable experience in the dynamic equestrian sports industry.

### Who should apply?

We're looking for **friendly, motivated, and diligent individuals** with strong writing, project management, and organizational skills. Candidates should excel under pressure, communicate effectively, and thrive in a team environment. Knowledge of the hunter-jumper world is a plus but not required.

TCHS is committed to fostering an inclusive environment, welcoming applicants from diverse backgrounds and perspectives.

### Key Internship Areas

Interns will gain practical skills in the dynamic environment of TCHS, tailored to individual experience and event needs. Applicants are encouraged to indicate their preferred focus area, and opportunities for individual seasonal projects may be available.

- **Marketing & Communications:** Assist with various communications, including press releases, newsletters, and social media. Tasks may involve assisting with multi-media projects, copyediting, and providing tours—specific tasks tailored to the applicant's skills.

- **Community Relations:** Assist with ticket sales, community partnerships, promotional activities, and ticketing programs.
- **Photography and Content Creation:** Assist with capturing and preparing photos and occasional videos to meet event needs (e.g., marketing, social, sponsor), collaborating closely with the marketing team and in-house photographer.
- **Hospitality & Special Events:** Contribute to special event management and hospitality, including sponsor events, managing hospitality areas, and coordinating F&B operations.
- **Sponsorship:** Support the sponsorship team with partner activations and executing sponsorship benefits.

## What You'll Gain

- Hands-on experience in event management and operations.
- Opportunities to develop a professional network within the equestrian sports industry.
- Mentorship from industry professionals.

## Internship Details

- **Duration:** June 1 – September 25, 2025 (*start and end dates flexible for students*).
- **Schedule:** Tuesday – Sunday, with long days and weekend work required. Interns should be comfortable standing for extended periods and assisting with venue setup.
- **Compensation:** A \$500/week stipend with housing is provided.
- **Application Deadline:** January 31, 2025.

## How to Apply

To apply, please submit a cover letter and resume to **Caitlin Lane** at [caitlin@traversecityhorseshows.com](mailto:caitlin@traversecityhorseshows.com).

Don't miss this opportunity to gain invaluable experience in the equestrian sports industry in beautiful Northern Michigan—apply today!