



INTERNSHIP DESCRIPTION—CONTENT & OUTBOUND RELATIONSHIP MARKETING SPECIALIST - LISLE

\$17/HOUR

MAXIMUM HOURS/WEEK- 29

MAXIMUM LENGTH- 4 – 12 WEEKS

workNet DuPage is looking for a WIOA Young Adult program participant for an internship as a Content & Outbound Relationship Marketing Specialist for a Farmers Insurance Agent in Lisle. Farmers Insurance offers insurance coverage for home, auto, life, business and more!

This could be a great fit for you if any of the following are true:

- You are organized and are good at paying attention to detail and making phone calls.
- You are interested in marketing, product development, public relations, and brand management.
- You are good at working with computers and computer software.
- You are interested in learning how to analyze customer data and improve marketing strategies.
- You are looking for an opportunity to gain experience at one of the top insurance agencies.

At completion of this internship, you will be able to add valuable workplace skills to your resume such as Data Collection and Analysis, Content Creator, Copy Writing, Graphic Design and Web Strategy.

As with all internships, the experience, opportunity, and exposure to other professionals you gain in this position could lead your career and future down a variety of different paths, including roles in Social Media Management, Digital Marketing, Public Relations, SEO, Marketing Representative and more!

Description

You will report to the Business Owner and will perform the following jobs:

- Manage social media presence to market agency, services, promotions, and events.
- Attend networking events, with the goal to establish professional relationships.
- Develop relationships with current clients and new clients.
- Perform daily activity of outbound calls, scheduling appointments, gathering client information, and working with supporting departments.
- Ability to multi-task and develop phone etiquette.



What you need to do the job

- Willing to learn- training will be provided
- Dependable and knows how to work— good attendance, be on time
- Attention to detail- careful worker
- Knowledge of Microsoft Office – Outlook, Word and Excel spreadsheets.
- Able to sit for extended periods of time
- Good problem solving and communications skills.

Farmers Insurance
1600 Maple Ave. Ste. E
Lisle, IL 60532-4138

<https://agents.farmers.com/il/lisle/elvis-leon>

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

Interns may perform other related duties as negotiated to meet the ongoing needs of the organization.