



Internship Role Description for Upward Mobility Scholar Applicants

Hosting Organization:	Weichert Workforce Mobility		
Role Title:	Marketing Intern, Advisory Services Research	Number of roles available:	1
Available to (select any that may apply):	College students (2022/23 school year): Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input checked="" type="checkbox"/> Senior <input checked="" type="checkbox"/>		
Internship Work Address:	120 Longwater Drive, Norwell, MA 02061		
Work location & office COVID protocols	All in person <input type="checkbox"/> All virtual <input type="checkbox"/> Flexible/hybrid <input checked="" type="checkbox"/> If not virtual, COVID vaccines required? <input type="checkbox"/> Masks required in the office? <input type="checkbox"/> If intern is local, in-person orientation meetings will occur at HQ office. Otherwise, internship can be conducted virtually.		
If COVID distance restrictions persist, will internship proceed this summer?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Mission of Program:	Our Consulting Services Intern will gain valuable team project experience, hone their research and business acumen and gain project experience to build your portfolio.		
Anticipated Start Date:	June 13, 2022	Anticipated End:	August 19, 2022
Number of weeks:	10	Hours per day:	7.5
Workday starts at:	flexible	Workday ends at:	flexible
Hiring Manager's Name/Title:	Jennifer Connell		
Hiring Manager's Email:	Jconnell@weichertwm.com		
Internship Summary:			
Primary duty will be expanding our benchmarking and knowledge base in Salesforce, updating policy templates and modernizing support materials to support new products and segments. Shadow members of Marketing and Consulting team to learn consultative sales support role.			
Essential Responsibilities of the Role:			
List the duties and responsibilities <ul style="list-style-type: none"> Cascade new brand into existing Consulting collateral (i.e., proposals, sales collateral, educational materials) Build and expand secondary research materials for easier access and utilization for consulting projects. Mine client information to build persuasive industry related benchmarking reports. Assist with bespoke research projects in partnership with industry trade organizations Participate in departmental and cross-functional meetings, shadowing work sessions, conference calls and webex meetings. 			
Knowledge and skills required:			
Preferred Skills <ul style="list-style-type: none"> Current enrollment in a 4-year graphic design or illustration degree program 			

- Proficient in MS Office
- Self-motivated
- Sales acumen
- Analytical mindset and problem-solving skills
- High level of accountability and ability to work well both independently and as a part of a team
- Interest in business development and learning about insight led selling

What does success look like for the intern at the end of the summer:

At the end of this internship, our intern will have a deeper understanding of insight led business development. They will have experience mining data for persuasive presentations. Our intern will also have a deeper degree of confidence in her/his work and creative skillset and be better equipped to make the jump to full-time employment.

Training Program

Please describe any training provided to the intern through internship period.

All Upward Mobility Interns will participate in group training for knowledge development in the Global Mobility industry. Training to occur over a series of virtual training sessions across intern program participants.

Prepared By:

Name

Date:

Date