

Makael Pritchard Makeup Artistry

Kyle, Tx
www.makaelpritchardmakeup.com
@MakaelPritchardMakeup

Marketing and Business Functions Internship

Makael Pritchard Makeup is a premier on-location makeup and hair team specializing in

weddings, photoshoots, and events in the Central Texas area. We are looking for a motivated and excited intern to join our team for 2017! This position is flexible on time with a minimum semester long requirement but has the option to extend if needed at the discretion of the intern and business owner.

In this position you will gain a deeper understanding of the day to day functions of running a business with a strong emphasis on marketing, scheduling, coordinating, and creativity!

Duties will include but not be limited to:

- Overseeing event calendar
- Responding to inquiries
- Putting together client files
- (Optional) Opportunity to work hands on with a wedding party on an appointment as an assistant
- Creating marketing material
- Social Media Management
- Assisting in planning photoshoots and events
- Inventory Stocking and re-ordering
- Creating and brainstorming eye-catching content
- (Optional) Training in makeup and hair technique
- Keeping record of work for yearly recollection

Someone with experience in event planning, coordinating, design, or management a plus but by no means required.

Intern will be expected to be able to work in Kyle Tx as well as occasionally and with coordination travel on site to weddings, events, or photoshoots for hands on experience. Days of week needed can vary and be flexible.

To apply, please send resume as well as a letter stating why you would be a relevant addition to our team to makaelleigh@gmail.com.

We look forward to hearing from you!

