



Seton Medical Center Austin	
*Position Title:	Marketing Retail Intern
*Location:	1201 West 38 th Street Austin, TX 78705
*Position Type:	Internship (8 weeks/160 hours)
Compensation:	Unpaid
Start Date:	May (Negotiable Start Date)
Number of Openings:	2

***JOB DESCRIPTION**

- Assists Manager or Director with projects, events and work relevant to specific departmental needs.
- Performs tasks/work assignments related to a course of study, educational curriculum, or career interest in an educational capacity.
- Demonstrates computer skills and proficiency in the utilization of standard software specific to departmental needs.
- Communicates and collaborates with assigned work team to provide backup coverage and support as needed.
- Assist with Inventory and Retail Management.
- Assist with Social Media Management (Facebook, Twitter)
- Assist with Planning Events.
- Assist with Blogs.
- Assist with taking Pictures.
- Help with any other public relations activities.
- Manage Inventory and Help with Sales Promotion.
- Shadow and meet with other Marketing/ Retail Managers/Communications Team.
- Promotes the values and philosophy of Seton Healthcare Family.
- Other duties as assigned.

***JOB REQUIREMENTS/QUALIFICATIONS**

- Minimum GPA of 3.0
 - Must have completed sophomore year to be eligible
 - Student's field of study should be aligned with intern position (Marketing, Communications, Retail Management, Textile...etc.)
 - This is not a nursing/medical internship program
 - Student must apply and be accepted for interviews by Seton representatives
- * Successful completion of one years of college education in a related field whose current education provides a level of competency that is necessary for completing pertinent tasks



COMPANY INFORMATION

Seton's Mission: Our mission inspires us to care for and improve the health of those we serve with a special concern for the poor and the vulnerable. We are called to be a sign of God's unconditional love for all and believe that all persons by their creation are endowed with dignity. Seton continues the Catholic tradition of service established by our founders: [Vincent de Paul](#), [Louise de Marillac](#) and [Elizabeth Ann Seton](#).

Values

We are called to:

Dedication

Affirming the hope and joy of our ministry

Reverence

Respect and compassion for the dignity and diversity of life

Wisdom

Integrating excellence and stewardship

Integrity

Inspiring trust through personal leadership

Service to the Poor

Generosity of spirit, especially for the persons most in need

Creativity

Courageous innovation

The Seton Breast Care Center was created to provide convenient and comprehensive care to the women of Central Texas. The center includes state-of-the-art imaging technology; and, for those who are diagnosed with cancer, the center offers a multi-disciplinary approach to providing personalized treatment and support to patients and their loved ones.



CONTACT INFORMATION/ QUESTIONS

Internship Reference #:	
*Contact Name:	Lorie Thibodeaux, MHA
E-mail Address:	lthibodeaux@seton.org
Website:	Seton.net/BreastCareCenter
SPECIAL INTRUCTIONS:	
Application Requirements:	
<ul style="list-style-type: none">• Resume• Letter of References or One Letter of Recommendation (academic/ personal)• Official College Transcript• Cover Letter/ Interest	
Please provide a good phone number and e-mail address for follow-up.	
Please mail packets to:	
Attention: Lorie Thibodeaux, MHA Seton Breast Care Center Seton Medical Center Austin 1201 West 38 th Street Austin, TX 78705	
OR: E-mail Information to lthibodeaux@seton.org	