

# Sioux Empire Livestock Show

## PAID INTERNSHIP

Four livestock interns will be hired to execute all areas of the Sioux Empire Livestock Show, which will be held January 21-26, 2025, at the W.H. Lyon Fairgrounds Expo Building in Sioux Falls, SD. This internship is geared toward those applicants interested in learning how to work, manage, and execute livestock shows & sales. This internship will provide interns the opportunities into event management and production experience, specifically in the areas of coordination, set-up and execution, and logistics. As well as provide countless opportunities for networking amongst industry professionals and area businesses.

### Interns Will Be Responsible For The Following Tasks:

- Help facilitate move-in/set-up and tear-down of the event
- Learn basics of ShoWorks software system to assist in show check-ins, as necessary
- Assist in working alongside volunteers and staff to execute all events/shows
- Answer exhibitors' questions via phone, email and in the barn
- Gather, organize, and process livestock paperwork, health papers and registration papers
- File, make copies, and other miscellaneous office tasks

### Expected Working Hours:

- 8 a.m.-5 p.m. Tuesday, January 21
  - 8 a.m.-5 p.m. Wednesday, January 22
  - 8 a.m.-5 p.m. Thursday, January 23
  - 8 a.m.-5 p.m. Friday, January 24
  - 7 a.m.-4 p.m. Saturday, January 25
  - 7 a.m.-12 p.m. Sunday, January 26
- \*hours are subject to change\*

An attention to detail, coupled with computer skills and a high level of professionalism are crucial for a successful internship. Interested individuals can send their resume and cover letter to; Greater Sioux Falls Chamber of Commerce, 200 N. Philips Ave., Suite 200, Sioux Falls, SD 57104 or [bhendrickx@siouxfalls.com](mailto:bhendrickx@siouxfalls.com) on or before November 15, 2024.