

Job Title of this Position	BUSINESS & MARKETING INTERN		
Name of Organization	THOMPSON INSURANCE AGENCY - FARMERS INSURANCE		
Website	www.greenlakeinsurance.com		
Job Location Address	434 NE Ravenna Blvd, Seattle		
Contact / Supervisor	Paul Thompson		
Phone Number	206-985-1600 x 103		
E-mail	Pthompson2@farmersagent.com		
Hourly Pay Rate (indicate a range)	\$12 - \$15 / hour		
Employment Period	Summer Only [<input type="checkbox"/>] (7/1/2008- 9/23/2008)	Academic Year [<input checked="" type="checkbox"/>] (9/24/2008-6/12/2009)	Summer & Academic Year [<input type="checkbox"/>] (7/1/2008 – 6/12/2009)
Hours per week	Summer: full time program 40 hrs/wk [<input type="checkbox"/>] part time program up to 19 hrs/wk [<input type="checkbox"/>] Academic Year: up to 19 hrs/wk [<input checked="" type="checkbox"/>]		

Nature of Business or Organization:
INSURANCE AGENCY

Duties and Responsibilities:
Assist in creation, preparation and presentation of marketing materials Maintain and enhance systems to monitor marketing activities and results Assist in identifying and developing marketing and outreach opportunities in the local community Maintain, modify and enhance web marketing program Identify and develop marketing opportunities in the local community Assist in promotion of agency at community events

Minimum Qualifications:
WorkStudy Award Letter from Financial Aid for 9/2008 to 6/2009 Minimum three years work experience in any field Proven proficiency in written and verbal communication skills

Educational Benefits:
Candidate will work closely with small business owner and entrepreneur with the opportunity to learn and develop business and marketing skills; utilize talent and creativity in development of marketing programs and collateral material; enhance public speaking and communication skills; and cultivate the ability to develop business relationships.

(For Work Study Office Use Only)

JOB NUMBER 65TIA01 **REIMBURSEMENT RATE:** **FEDERAL** % **STATE** 65 %