



Rodeo Austin

2026 Spring Internships

**Internship credit hours are available by request*

YOUTH EVENTS & AUCTION INTERNSHIP

START DATE: DECEMBER 15, 2025

END DATE: APRIL, 2026

RATE: HOURLY

POSITIONS AVAILABLE: 1

WHAT YOU NEED TO APPLY: Knowledge and understanding of livestock shows, strong interest and/or experience in youth programming, event planning, customer service and fundraising. Proficiency in Microsoft Office programs. Preference given to applicants enrolled in or having graduated with an agriculture field, communications, event planning or related program/degree

WHAT YOU'LL DO:

- Assist Competitive Events Coordinator in office and on fairgrounds
- Assist with event preparation, day of set-up, and execution of the following:
 - Youth Livestock Auction
 - Youth Art Show
 - Youth Livestock Show and Contests
- Assist with committee functions for the following committees:
 - Youth Auction
 - Competitive Events
 - Youth Art Show
- Assist with event preparation (order supplies, prep day of and check-in materials)
- Execute all buyer, contributor, and exhibitor correspondence. This will include mailouts, invitations, livestock and Art Show exhibitor payouts, contributor and buyer thank you letters and invoices
- Administrate and monitor Auction Buyer Benefits Program
- Assist with Youth Auction PowerPoint
- Process Youth Art Show Entries
- Post-event reconciliation and evaluation
- Assist with Agricultural Education programming
- Assist Competitive Events Interns with processing and other livestock/competitive events needs

TO APPLY SUBMIT INFORMATION TO: Hailey Keidel, Hailey@RodeoAustin.com