



Seasonal Ticketing Internship (Fall 2026 – Spring 2027)

We are looking for a Seasonal ***Ticketing Intern*** to assist the Ticketing Manager with ticketing operations, including data processing and account management, customer service and ticket sales, and event preparation and support for Rodeo Austin's annual Fair & Rodeo. This internship offers the opportunity to gain hands-on experience working in a fast-paced, customer-driven non-profit environment that is exciting, motivating, challenging and fun!

This is a short-term, paid position extending from November 2026 through April 2027, with a pay rate of \$10 per hour. During the months of November – December, this will be a part-time position offering flexible hours, with some evenings and weekends required. During the months of January – April, this position requires a full-time commitment of 40 hours per week. As Rodeo Austin's annual Fair & Rodeo approaches, the schedule will increase to include frequent evenings and weekends, with full evening and weekend availability required during the month of March.

Who We Are:

Since 1938, Rodeo Austin has been a mission with a rodeo that has brought heritage and entertainment to our community. We are funded by a month-long real western experience held every March, where Rodeo-goers get to do things they can do nowhere else - including a ProRodeo, one-of-a kind concerts, a carnival and a livestock show. We are Rodeo Austin, a not-for-profit that provides real experiences and gritty fun to raise millions for Texas kids.

What You'll Do:

- Enter and maintain accurate data within Rodeo Austin's ticketing system, AXS.
- Assist with the processing, distribution and tracking of more than 30,000 event credentials.
- Support the preparation and distribution of tickets and related materials for internal personnel and key attendees, including Season Ticket Holders, Founders Club Members and VIPs.
- Provide excellent customer service and facilitate ticket sales across multiple channels, including by phone, email and in-person.
- Provide support and assistance for additional seasonal ticket staff and volunteers.
- Independently manage assigned projects and responsibilities with confidence, accuracy and attention detail.

What You'll Need:

- **Required:** Currently pursuing or having recently completed a bachelor's degree, preferably in Event Management, Hospitality Management, Sports Management, Business, Marketing, Communications or a related field. However, candidates from all fields of study are welcome to apply!
- **Required:** Strong interest and/or experience in sales, customer service and/or event planning.
- **Required:** Demonstrated proficiency in Microsoft Office programs, particularly Excel.
- **Required:** Strong professional communication skills, both written and verbal.
- **Required:** Attention to detail, strong organizational skills, and the ability to work in a fast-paced environment.
- **Required:** A valid driver's license.
- **Preferred:** Familiarity with Adobe Creative Suite.
- **Bonus Points:** Familiarity with an enterprise-level ticketing platform, particularly AXS.

Perks & Benefits:

- This is a paid internship and an hourly position, with a pay rate of \$10 per hour.
- Hands-on, real-world experience that will provide you with the opportunity to broaden your professional exposure and refine your skills.
- The chance to be part of something bigger – a mission with a Rodeo raising millions for Texas kids.

Not sure if you Qualify?

That's okay! If you're interested in the role and believe you could be a good fit, we encourage you to apply!

Rodeo Austin is an equal opportunity employer, and we value diversity. All aspects of employment will be based on merit, competence, performance, and business needs.

Please send cover letter, resume, and list of references to:

Avery Heimer, Ticketing Manager
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