**Digital Communications Intern**

**July through November**

Hagyard Pharmacy is a full-service equine pharmacy located in Lexington, Kentucky. It is affiliated with the Hagyard Equine Medical Institute and its 140+ years of equine veterinary experience, making it the number one name in equine health. This affiliation gives Hagyard Pharmacy a unique perspective in providing compounds, over-the-counter pharmaceuticals, and supplements to the equine industry. Conceived and designed by veterinarians, Hagyard Pharmacy is staffed by licensed pharmacists and associates with the shared goal to be the center-of-excellence for pharmacies in animal health.

**Responsibilities:**

The primary role of the Digital Communications Intern is to assist the Marketing and Communications Specialist with:

Digital communications

* Support the Marketing Department in the redesign and launch of a new website
* Design and test content for the website
* Write and proofread content for new webpages

Internal and external communications

* Assist in editing digital communication materials such as press releases, e-newsletters, and email marketing content
* Collaborate with the Marketing Department to ensure consistent messaging across platforms

**Qualifications:**

* Recent college graduate or upperclassman at an accredited undergraduate degree program with experience in written communications
* Proficient computer skills including Word, Excel, Adobe and WordPress
* Efficient and effective multi-tasking and time management skills
* Detail-oriented, inquisitive, and thoughtful
* Team player, with the ability to work independently when needed
* Outstanding interpersonal skills and experience building relationships with multiple stakeholders by listening to new ideas, encouraging dialogue, and inspiring people to work towards common goals
* Excellent writing skills, particularly with an ability to create content in the appropriate voice for the organization

**Required Application Materials:**

* Resume
* Cover Letter
* Writing Sample: Please submit as Word, PDF, or add URLs to the other documents in your application.

Send applications or inquiries to [rmiller@hagyard.com](mailto:rmiller@hagyard.com).