THE QUARRY

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The Quarry at Eddy Alexander gives interns the tools to sculpt themselves into forward-thinking, problem-solving, agile practitioners in their fields. Our clients span a wide range of industries, including: emerging technology, economic development, higher education, healthcare, professional services, tourism, and more. The Quarry serves as a platform to provide a diverse, hands-on training opportunity for young professionals interested in graphic design, public relations, and marketing in these industries.

You are new to the field; we are experts in ours. The Quarry is a challenging program that will both push and support you on your professional journey. Eddy Alexander is an exciting place for the exchange, implementation, and measurement of ideas in a high growth business environment. Our interns work on real projects and offer valued opinions and expertise. At Eddy Alexander, every employee has a trusted voice, and every project is designed to provide incredible value to clients while creating growth opportunities for our team.

CHISELING: GOALS & EXPECTATIONS

Interns should be self-managed and driven, but not be afraid to ask for direction and feedback to fill knowledge gaps, with a mind towards translating their experiences into meaningful full-time career preparation. The Quarry's hands-on approach is designed to help bridge the gap between what is learned in the classroom and what is necessary in the professional world.

At Eddy Alexander, concepts and campaigns are created with research and methodology in mind. Interns will learn how to apply data about clients, their market and target audience, and achieve pre-defined goals by giving input in strategy meetings and working directly on real client deliverables.

Interns are expected to provide input on their scope of work to facilitate the most successful and valuable internship experience possible. Interns will be coached, mentored, and evaluated by their assigned summer sponsor and the Chief Strategist at Eddy Alexander and presented with a certificate of completion at the end of their term. In the past, exceptional candidates have also earned a certificate of achievement, letters of recommendation, and future job offers.

After their time in the Quarry, interns will have a deeper understanding of what goes into marketing, creative design, media planning, public relations campaign processes, and how to deliver meaningful, measurable client results.

SCULPTING: INTERN SPONSORSHIP

Through real-life and immersive experience, interns work with a designated point person who manages daily tasks and the overall internship experience, providing both guidance on how to excel technically and how to think about and document each new experience for maximum long-term career benefit.

Alongside their sponsor, interns will set goals for the program and continually track their progress to ensure that the internship is presenting skills and learning opportunities at an appropriate pace for measurable skill growth.

Interns will be tasked with specific projects and assignments during the day, but are encouraged to take advantage of available programs, subscriptions, certifications, and networking opportunities throughout the program's duration.

QUALIFICATIONS

- Creative problem-solving skills and a willingness to suggest new ideas

- Attention to detail and high-level quality standards

- Ability to receive and apply direction professionally

- Willingness to help others when needed

- Strong organizational skills and the ability to manage both time and deadlines

- Current enrollment in an accredited undergraduate degree program in IT, operations, or computer science is highly preferred; In some cases, documented professional or educational experience that otherwise demonstrates clear pursuit of this career path can also meet this requirement

RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO

- Performing operational analysis and developing concepts of operations, design, and implementation plans

- Developing and testing plans, procedures, cases, and documenting results

- Utilizing software tools, scripting, and software/hardware for troubleshooting

- Analyzing systems requirements from end systems and users

- Supporting development and evaluation of complex system designs and architectures

- Developing and delivering presentations to communicate design activity plans and status to internal and external audiences

MODELING

A variety of learning and training opportunities are available through the Quarry, including:

- Google Partner Training and Certification Resources

- Professional marketing events, training, research, and competitions

- Design events, training, research, and competitions

- An internal marketing and design lending library

- Events, trainings, and membership meetings through the Public Relations Society of America, RoanokeChamber of Commerce, Botetourt Chamber of Commerce, Onward New River Valley, the Roanoke-BlacksburgTechnology Council, and more

- Access to multiple business and technology platforms that provide access to thousands of on-demand training courses across a wide variety of professional and skill-based services topic areas

Please email resume, cover letter, and portfolio to hello@eddyalexander.com