**Company:** Love Advertising

**Job Title:** Media Department Intern

**Job Location:** Houston, TX

**Compensation:**  Class credit for Spring/Fall sessions. Paid compensation available in Summer session only.

**Company Details**

Love Advertising, Inc is a leading regional full-service advertising agency based in Houston, Texas.

Throughout our 40+ year history our team has conducted local, regional, national and international campaigns for a variety of client categories including retail, fast food, real estate, healthcare, public awareness and education, business to business, events, automotive and much more.

Great culture. Great people. And great results for the brands we represent.

**Job Details**

The internship program is designed to expose you to the day-to-day workflow of a full-service advertising media department, help you build professional relationships and communication skills, and grow your interest in the field while helping you find the path of most interest.

**Job Responsibilities:**

* Work with the media planning (traditional and digital) team to develop media strategies and plans for our clients
* Input media goals for broadcast buys and insertion orders for print, outdoor, and digital into the buying system
* Assist in the trafficking of digital campaign assets through DCM or other sources
* Conduct market and audience research using Scarborough/MMI
* Create and produce presentation materials
* Assist in monitoring client campaigns via station logs, billboard POPs, tearsheets for print publications
* Other duties, as assigned by your manager

**Qualifications:**

* Advertising, Marketing, or Business major required
* Self-motivated wth ability to multi-task across several projects and clients
* Experience with Microsoft Excel and PowerPoint
* Strong written & verbal communication skills
* Strong organization skills & attention to detail
* Ability to thrive in a team environment and be a team player
* Eagerness to learn, proactive approach, and flexibility
* Enjoys fast-paced, deadline driven environment
* Interest & passion for advertising, digital media, and technology

**Hours:**

* Interns are required to work a minimum 15 hours per week in the Spring/Fall sessions and a minimum 20 hours in the summer session.

**Application Instructions**

To apply, please send an email with your current school resume and a brief cover letter to Mia Vieira at mia@loveadv.com.

**Contact (All Inquiries)**

Mia Vieira

Senior Media Supervisor

mia@loveadv.com