

7887 Washington Village Drive; Suite 250  
Dayton, OH, 45459

t: 937-242-7024 | f: 937-242-7026 | [info@therucksgroup.com](mailto:info@therucksgroup.com)

## Summer Research Assistant Internship

The Rucks Group's Summer Outreach Assistant Internship position is designed to provide a talented student (preferred Junior or Senior) with professional experience in outreach and branding. To better explore the role of these marketing functions within a business context our immersive internship program will also provide this individual exposure to the field of program evaluation while developing an understanding of the value of this work from the perspective of the client.

The Summer Intern would support the planning and implementation of the firm's outreach efforts and branding strategy. This individual would receive mentorship and direction from The Rucks Group team to complement their formal educational experience and enhance their competitiveness to apply to graduate school or obtain employment.

## Responsibilities

Job responsibilities may include providing assistance on the following tasks:

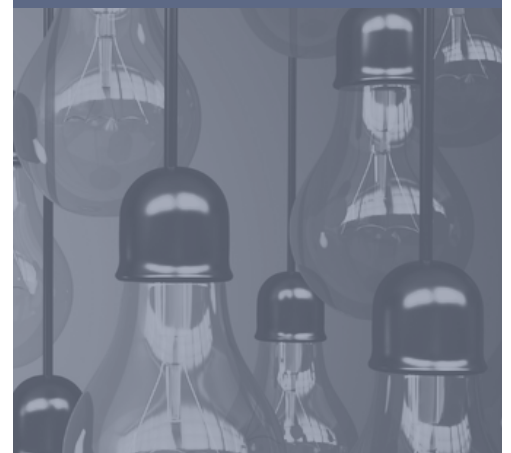
- Organizing and maintaining firm's distribution list by providing support with routine list updates and implementing the build of a CRM system
- Supporting the firm's outreach efforts by identifying and reaching out to individuals across various institutions in alignment with The Rucks Group's target audience
- Gathering market intelligence and summarizing data into dashboards to guide decision-making
- Applying creative and strategic skills to promote brand awareness, and to engage and grow the firm's network
- Developing and re-launching of the firm's Facebook page

## WHO WE ARE

The Rucks Group is a growing research and evaluation firm located in Southwest (Dayton) Ohio. Our projects revolve around STEM, workforce development, K16 Education, and foundation funding. Formed in 2008, we are a nationally recognized organization whose research and thoughtful analysis influences decision-making. Our mission is to provide services that maximize the return of resources invested in initiatives for grant recipients and funding sources.

We are a group of dedicated professionals who are passionate about effectively gathering data to tell the story of our clients' initiatives, while enjoying the camaraderie of other team members. Our work is guided by the values of *Seek Excellence, Work Smart, Provide Value, Embrace Growth, and Have Fun* with the belief that if we do those things then we will have *Meaningful Work*.

[Learn More](#)



- Developing and re-launching of the firm's Facebook page
- Creating and publishing editorial content for social media and blog posts across our social platforms including LinkedIn, Twitter, YouTube, and Facebook
- Supporting virtual and in-person events such as conferences and The Rucks Group's Coffee Break Webinar Series
- Reflecting The Rucks Group's core values in all aspects of their work

## Candidate

The successful candidate should:

- Be a BA or BS student completing at least one year of a program within a discipline such as marketing, strategic communications, public relations, or another business-related field
- Demonstrate excellent verbal and written communication skills
- Possess familiarity with graphic design tools
- Be willing to learn and implement The Rucks Group's brand voice
- Have a minimum 3.5 GPA

## Compensation

The Summer Outreach Assistant Intern will be compensated at \$14.50/hr and would be expected to work 40 hours per week for 10 weeks. Travel reimbursements and hotel accommodations will be provided to any student who may need to travel for in-person meetings.

## Apply

To apply, complete the online application by visiting <https://bit.ly/2023TRGOutreachSummerInternship>. The application will ask for a resume, an official or unofficial undergraduate transcript, and a cover letter that includes the reasons for your interest in this position. **Applications are due Friday, January 27, 2023 and a follow-up interview may be requested. Final selection is expected to occur by Friday, March 3, 2023.**