

Iowa State Fair Blue Ribbon Foundation Internship Opportunities – Spring & Summer 2026

About the Blue Ribbon Foundation: The Iowa State Fair Blue Ribbon Foundation is a non-profit 501(c)3 organization on the Iowa State Fairgrounds in Des Moines. Since 1993, the Foundation has raised more than \$210 million through donations, grants, and in-kind support to restore and preserve the historic Fairgrounds.

Internship Overview: The Blue Ribbon Foundation is seeking three dynamic interns for Spring and Summer 2026. Interns are key team members and take on significant responsibilities that directly support the Foundation's mission and strengthen donor relationships.

Available Positions: Each internship focuses on a core area but includes cross-functional opportunities in marketing and events.

- **Public Relations Intern:** Lead the promotion and coordination of the *Iowan of the Day* program and support other events through communication materials.
- **Donor Relations Intern:** Assist with donor engagement, special event planning, corporate communication, and donor correspondence.
- **Sponsor Relations Intern:** Support sponsorship development through marketing, communications, hospitality coordination, and sponsor profile management.

General Responsibilities: In addition to specific roles, all interns will contribute to:

- Social media and marketing campaigns
- Office support (handling phone/email inquiries, database updates)
- Projects tailored to intern strengths, such as auction coordination or merchandise and material design

Qualifications:

- Excellent written and verbal communication
- Strong organizational and multitasking skills
- Comfortable in a fast-paced, team-oriented environment
- Proficient in Microsoft Word and Excel; familiarity with Adobe Creative Cloud a plus
- Self-motivated, professional, and able to work independently
- Able to maintain confidentiality and meet deadlines

Availability Requirements:

- **Spring/Summer Intern:** 8–12 hours/week starting in March; full-time (40 hours/week) from early May through late August
- **Summer Intern:** Full-time (40 hours/week) from early May through late August
- Must be available for extended hours during:
 - **July 6–12** (fundraising event) and **Beginning August 1** (Iowa State Fair)

Compensation:

Competitive pay

How to Apply:

Submit the following by **November 30, 2025**:

- cover letter, resume, three references, two writing samples (design samples optional)

Send application materials to:

Iowa State Fair Blue Ribbon Foundation

Attn: Drew Sniezek

P.O. Box 57130

Des Moines, IA 50317

Drew@BlueRibbonFoundation.org

515-262-3111 Ext. 375



**IOWA STATE FAIR
BLUE RIBBON
FOUNDATION**