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## Marketing & Operations Intern

Cascadia Capital is seeking a talented and career minded individual to join and support its Marketing & Operations teams in a part time (15-20 hours per week) capacity initially, with potential to increase hours in the summer.

### Who We Are:

Cascadia is a middle market investment bank providing privately-owned businesses with M&A, capital raising and strategic advisory services. We are a team of client-focused, trusted advisors with deep expertise in a broad range of industries. We partner with our clients to deliver results based on our industry domain expertise, transaction experience, and commitment to long-term relationships.

### Role Summary:

Cascadia's marketing team is responsible for the development and implementation of all firm and practice-level marketing and communication strategies, including brand identity and positioning, website, advertising, external communication, direct marketing, print media, social media, sponsorships, events and public relations efforts. We need a creative, analytical, and broad thinker who can collaboratively engage with a variety of internal team members to support and execute various marketing & operations programs. If you like variety and challenge, you'll love this position. As a marketing & operations intern, you will play an integral role throughout the marketing cycle: from messaging and storytelling to orchestrating campaigns and events to assisting with market research and database management needs.

### Sample Responsibilities Include:

- Event planning and execution support
- Email marketing campaign management
- Website and Social Media updates
- Copywriting and design projects
- Media relations support
- Data and metrics tracking & analytics

### The Ideal Candidate Will Have the Following Skills and Experience:

- Strong communication skills (verbal & written) and able to adapt communication style to different audiences
- Proficiency in Word, Excel, Outlook, Adobe & Photoshop (experience with email marketing platforms, WordPress and/or databases/CRMs a plus)
- Self-motivated, proactive work habits
- Ability to multitask and prioritize
- Creative, critical/strategic thinking
- Strong project management, planning and organization skills
- Basic marketing experience (classes, projects, etc.)
- No specific academic major is required; however, business, communications or marketing focus is desirable

**To Apply: Send your resume and a written response to the three questions on the following page to:**

**jobs@cascadiacapital.com Attention: Marketing & Operations Intern 2019**

*Cascadia Capital is an Equal Employment Opportunity Employer*



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**Questions for Marketing & Operations Intern Applicants:**  
**Please provide a short paragraph response to the following questions:**

- 1) Why are you interested in a marketing & operations internship at an investment bank?
- 2) Please describe a creative project or initiative you have led, organized or been involved in successfully.
- 3) How would you describe your personal workstyle and the type of work environment that you perform best in?