



Digital Marketing/Finance Internship

Endowment Wealth Management, Inc. and ETF Model Solutions, LLC are offering a Digital Media Marketing/Finance internship opportunity for summer 2020 to assist and coordinate with developing our content marketing program. This paid position offers you the opportunity to be actively involved in many facets of our marketing initiatives and will provide you with a wide variety of projects and tasks that will challenge you to apply a variety of classroom coursework in a real-world environment.

We are thought leaders in investment advisory and investment management and this internship offers you the opportunity to join a credentialed, experienced team of investment professionals to assist us in delivering our differentiated message across a variety of media channels. The position will utilize the multitude of digital media tools for delivering proprietary content to engage a wider audience of influencers in the advisory and investing community. The position is marketing-focused opportunity that requires an interest or basic understanding of the finance and investments content/subject matter.

As part of the internship role, you will have the opportunity to work with senior management and external service providers to:

- Utilize your knowledge and interest in finance and investments to assist in creating compelling professional content and facilitate delivery of that content through various channels, including our websites, blogs, social media outlets, public relations, and traditional media
- Download and organize investment performance data to create charts, tables and other content for inclusion in marketing content. Upload/post performance data to various institutional and reporting databases
- Expand and broaden our digital media presence through the further development of our website and establishing and refining our corporate media presence on LinkedIn, Facebook, Twitter, YouTube, etc.
- Develop digital and print media collateral such as info graphics, PowerPoint presentations, and brochures
- Assist in the creation and development of blog posts, press releases, and HTML-based newsletter content
- Develop marketing databases, research industry trends and competitors, produce and maintain relevant media lists and PR/editorial calendars
- Facilitate the engagement of our existing client base and prospective clients through social media channels or through our websites by developing digital media projects such as production of video projects (i.e. short video clips for social media, stream videos and write other real time messages about key initiatives and associates).
- Assist with the creation of SEO strategies social media analytics reports
- Assist in the research and integration of new and existing marketing service providers with our CRM to enhance the effectiveness of our sales channel from lead development, follow-up and client acquisition.
- The position will have opportunities to apply your digital marketing knowledge and interest in personal finance and investments.

This position will allow you to gain professional work experience in an area related to your degree, learn from other professionals and benefit from a team experience, and cultivate a professional network that will be beneficial after graduation. The intern will report to the Managing Director of ETF Model Solutions.

Requirements for Applicants:

- Currently pursuing a Bachelor's degree in business in Marketing, Communications and/or Finance and have completed their junior year of course work.
- 3.5 or better GPA
- Proficient in Microsoft Suite Office applications (PowerPoint, Word, Excel, Publisher)
- Demonstrated experience of social media uses and applications (blogs, Facebook, LinkedIn, Twitter, Hootsuite, Bit.ly,
- Previous experience with digital platforms such as Word Press, Google analytics, etc.
- Availability to work Full time hours during the summer. Possible renewal of internship for fall term
- Strong planning and organizational skills
- Excellent interpersonal, written and verbal communication skills including proficiency in use of English language, writing, editing and proofreading
- Possess a strong attention to detail and proven ability to multitask and meet deadlines
- Must be able to work independently and collaboratively

The ideal candidate will also:

- Currently reside in the Fox Valley or surrounding area (Green Bay/Oshkosh) and be willing to consider continuation of their internship during the 2020-2021 school year. Strong desire to gain further understanding of the global wealth management business
- Have completed basic level finance courses and/or demonstrate a basic understanding of general investing concepts and financial industry terminology and have an interest in investments, personal finance, business and/or economics.

Salary/Benefits

This is an internship position for temporary full-time employment from May through August 2020. Possible part-time continuation through 2020-21 school year.

Number of openings:	1
Pay rate:	Minimum \$10 per hour
Position Type:	Full time
Weekly Hours:	40
Benefits eligible:	No
Location:	Appleton, WI
Office Schedule:	Monday-Friday 8 AM – 5 PM

Endowment Wealth Management, Inc. is an equal opportunity employer. Candidates must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

HOW TO APPLY:

Send resume and cover letter to Intern2020@EndowmentWM.com. No phone calls please.

Company Description

Endowment Wealth Management, Inc. and ETF Model Solutions, LLC are affiliated financial services firms that share corporate headquarters in Appleton WI. Our firms work closely together to serve both families, advisory firms, and institutional clients locally, regionally and nationally.

ETF Model Solutions, LLC is our investment management division that develops diversified investment portfolios utilizing exchange traded funds to meet a variety of unique investor goals. The investment models that we build are utilized within 401(k) plans, by other Investment Advisors within their practice, Family Offices, Endowments, Foundations, Trusts, and Individual Investors. We are the investment adviser for www.MyRoboAdviser.com, an online digital advisory service for individual investors.

Endowment Wealth Management, Inc. is an independent Private Wealth Management Firm whose **sole mission** is to provide wealth sustainability for individuals, families, retirement plans, endowments, foundations and other institutions. We are valued family wealth advisors to clients throughout the United States because we serve our clients as fiduciaries, our experienced professional team, and our use of the Endowment Investment Philosophy™.