

Las Vegas Motor Speedway Internship Outline

I. The Program

The Las Vegas Motor Speedway internship program is designed to give college students hands-on training in their field of interest. The program provides real-life experience in many different aspects of the marketing and promotion of auto racing events. It is an unpaid internship, and a successful internship will not necessarily translate into permanent employment.

II. Expectations

- A. All interns will be treated as regular company employees. They are to report to work on time each day. They are expected to dress professionally (business casual). They are expected to call if they will be late, absent or leaving early.
- B. All interns will report to their manager. Their primary responsibilities will be to their manager, however, interns will be expected to help out wherever needed.
- C. Interns are expected to handle themselves professionally at all times. Employees are forbidden to ask for autographs, photos or merchandise from any driver, car owner or crew chief.

III. Overview of Duties

Internships may include the following duties:

- a. Assist in day-to-day operations. This may involve making phone calls, faxing, organizing, filing, odd jobs and working with media partners.
- b. Community outreach. Working with local businesses during events to promote LVMS.
- c. Miscellaneous duties during events. We ask that you have an open-mind and be willing to do anything that is needed during events.
- d. Media relations. Help write press releases, features, blogs, etc.

Internship Qualifications

College Level Student

B.A., B.S. or majoring in mass communications, journalism, communications, marketing, public relations or related field.

For more information, contact Aubrey Hall at ahall@lvms.com or call (702) 632-8251.

**Las Vegas Motor Speedway
Internship Application**

Name: _____

Address: _____

Phone: _____

E-mail address: _____

School / Year in School / Major: _____

References (at least two – name and phone number)

1. _____

2. _____

When will you be able to begin an internship? (potential start date): _____

How long will you be able to intern? (potential end date): _____

What are your interests and hobbies? _____

Why do you want to intern at Las Vegas Motor Speedway? _____

Please return completed application, along with resume and cover letter.

**Please e-mail or mail your application to:
Aubrey Hall, Public Relations Coordinator – ahall@lvms.com**

**Attn: Aubrey Hall
Las Vegas Motor Speedway
7000 Las Vegas Blvd., North
Las Vegas, NV 89115**