



Venture Connect 2023 – Event and Volunteer Management Intern – Spring Semester

The [Council for Entrepreneurial Development](#) (CED) has made a commitment to invest in the next wave of talent-seeking roles at premier, high-growth startups in the Triangle. The CED Alumni group of former interns, contract and full-time employees are deeply rooted across the startup ecosystem and continue to contribute to growing startups in our region. They share their stories on how they got their first job at a CED event, or met their co-founder through mutual connection to the organization. This can be part of your story, too.

[Venture Connect](#) is CED's annual 2-day summit that focuses on connecting and empowering entrepreneurial companies in the region with partners, investors, and other organizations to accelerate business growth. VC features 100+ company pitches from seed and growth stage ventures, growth stories from the region, investor pitches, and in-person networking. With over 1,000 attendees, it's an exciting, "all hands on deck" event, and we need your help to manage the event logistics and the many volunteers that come with it.

This is a 10-week spring semester internship beginning in January 2023 for 10-20 hours per week. Please note, Venture Connect will be held March 29-30, 2023 and we do expect your help on-site that week. As a CED intern, you will have the opportunity to work directly with our team members and gain valuable insights from their expertise. Candidates should have a demonstrated interest in startups, entrepreneurship, and events. Projects may include:

- Help recruit and manage student volunteers to help on-site at Venture Connect
- Work on updating and adding content to the website as well as the event app
- Keep track of registration and company application databases
- Attend Venture Connect-related meetings with internal staff, vendors, and sponsors
- Create pre-/post-event surveys to capture opportunities to create valuable experiences
- Work closely with Conference & Event Associate, CEO, and marketing consultant on implementing new Venture Connect brand and marketing strategy
- Learn essential business platforms - Salesforce, FormAssembly, G-suite, Slack, Asana

Compensation and Requirements

- ***Please note CED internships are unpaid positions for college credits***
- Current enrollment at a college/university with a letter stating you will receive college credit
- Based in the Triangle with reliable transportation to work at the CED office (RTP)
- Availability to work at least 10-20 hours per week

Interested candidates should send their resume and a brief cover letter to Elaina Bade, ebade@cednc.org.

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