



# The Swedish-American Chamber of Commerce San Diego

## Business Development & Membership Relations Internship Spring 2019

The Swedish-American Chamber of Commerce in San Diego (SACC San Diego) was founded in 1989 and is the largest Swedish non-profit business organization in San Diego. Our mission is to promote and facilitate trade and commerce between Sweden and the greater San Diego area, while providing a broad spectrum of services to our members and enhancing Swedish-American networks in the U.S. and Sweden. We are now seeking highly motivated individuals for our spring 2019 internship positions.

### About the internship

The Business Development & Membership Relations position is a six months long internship located in San Diego, CA, starting **January 7<sup>th</sup> 2019**. The position offers a unique opportunity to gain valuable 'real world' experience and business related skills as well as developing a professional network in a region with some of the world's most prominent telecommunications, life science and cleantech industry clusters. The interns work closely with the Board of Directors, but are the executors of the Chamber's initiatives, projects, events, and operational activities. In short it comes down to ensuring the overall success and effectiveness of SACC San Diego.

### Duties and responsibilities

The Business Development & Membership Relations intern's main focus is to attract prospective business members, especially within the life science industry, as well as promote and strengthen the Chambers brand within said industry. The intern will be analyzing the life science market, targeting new business members, initiating contact and developing a solid understanding of their business needs and negotiate competitive terms and pricing in order to sign new members. In addition, this person will keep close contact with the Chamber's strategic partners and corporate members. The main responsibilities also include developing strong and sustainable relations with current as well as prospective members from all industries through sales pitches, active communication and networking.

### Who are we looking for?

- Currently enrolled in a university program or graduated, within relevant field of study
- Can work for six months straight
- Fluent in oral and written Swedish and English
- Ability to work independently as well as in groups
- Outgoing personality and strong communications skills
- Excellent organizational and administrative abilities
- Swedish citizenship required

### Preferable qualifications

- Experience or interest in the life science/bio tech industry highly preferred
- Related practical work experience and/or extracurricular activities
- Previous international experience from studying and/or working abroad
- Leadership experience
- Sales experience and networking ability
- Excellent interpersonal skills and ability to engage and influence others

### Compensation

There is no monetary compensation for the intern, as SACC San Diego is a non-profit organization. However, as an intern abroad you are entitled to apply for scholarships. Some Swedish students, depending on their university program, might also be eligible to receive student aid from CSN.

### How to apply

If you are interested in becoming our next Business Development & Membership Relations intern, please apply with your cover letter and CV at <http://sacc-usa.org/trainee/positions/> as soon as possible, although no later than **October 28<sup>th</sup>**. Interviews will be held continuously. For questions and more information, please contact Sara Sundvall at the SACC-San Diego office. Send an email to [operations@sacc-sandiego.org](mailto:operations@sacc-sandiego.org) or call +1 (858) 285 9925.