

Internship Overview

- Position: **Business Developer, Intern**
- Location: **Richmond, Hybrid**
- Duration: **6 months**
- Hours: **20-30 hours/per week**
- Compensation: **TBD**

Position Overview

We are seeking a motivated and detail-oriented Business Development Intern to join our team. This internship offers a unique opportunity to gain hands-on experience in business development, market research, and strategic planning. The intern will work closely with our Business Development team to support various initiatives aimed at expanding our client base and enhancing our service offerings.



Key Responsibilities:

- **Market Research:** Conduct market research to identify potential clients and industry trends. Analyze competitive landscape and gather data to support business.
- **Lead Generation:** Assist in identifying and qualifying new business opportunities. Develop and maintain a database of potential clients and partners.
- **Client Outreach:** Support the development and execution of outreach campaigns. Assist in preparing presentations, proposals, and other client-facing materials.
- **Strategic Planning:** Collaborate with the team to develop strategic plans for market entry and expansion. Provide insights and recommendations based on research findings.
- **Administrative Support:** Assist with scheduling meetings, preparing reports, and maintaining project documentation. Ensure timely follow-up on action items and deliverables.
- **Social Media and Marketing:** Help manage social media accounts and contribute to marketing efforts to increase brand awareness and engagement.



Qualifications:

- Currently pursuing a degree in Business, Marketing, Economics, or a related field.
- Strong analytical and research skills with the ability to interpret data and provide actionable insights.
- Excellent communication and interpersonal skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Familiarity with CRM software and lead generation tools is a plus.
- Self-motivated, detail-oriented, and able to work independently as well as part of a team.
- Ability to handle multiple tasks and meet deadlines in a fast-paced environment.



What We Offer:

- Hands-on experience in business development and strategic planning.
- Mentorship from experienced professionals in the industry.
- Opportunity to work on real projects and contribute to the company's growth.
- A collaborative and supportive work environment.
- Potential for future career opportunities with Strategic Lift.
- Internship allowance.

How to Apply

Please submit your resume, a cover letter detailing your interest in the internship, and any relevant work samples or a portfolio to info@strategiclift.ca. Please include "**Business Development Intern Application - Your Name**" in the subject line.

Application Deadline: TBD

We are proud to be a woman-founded and managed business driven by passion, purpose, and innovation.

A fractional services company, our journey began with a vision to create something meaningful and accessible to other businesses. As a women-led team, we bring a unique perspective, creativity, and dedication to everything we do. We believe in the immense power of women to drive positive change, inspire innovation, and achieve remarkable success in business.

Join us at Strategic Lift and take the first step towards a rewarding career in business development!

About
Strategic Lift