

Tennessee Department of Agriculture & Southern United State Trade Association International Marketing Internship

The Tennessee Department of Agriculture, in partnership with the Southern United States Trade Association (SUSTA), is seeking an intern for the spring of 2027 (January 18, 2027 – April 14, 2027). The chosen candidate will receive hands-on experience supporting the International Marketing Business Consultant and related program staff with a variety of international marketing and program operations tasks.

This position offers chosen candidates' exposure to export promotion, market research, corporate communication, and reporting functions that support SUSTA's international program and Tennessee business development efforts.

Location:

Ellington Agricultural Center
Holeman Building
424 Hogan Road, Nashville, TN 37220

Major Duties:

Program Support and Administrative Assistance:

- Provide direct administrative and project support for TDA's international marketing program.
- Assist with the preparation of export strategy documents, international trade activity reports, and budget summaries.
- Help compile and organize country and company reports for SUSTA and Tennessee program markets.

Market and Industry Research:

- Gather, review, and organize information on companies, suppliers, and buying in the United States and abroad.
- Prepare market briefings for SUSTA companies and staff traveling on behalf of the program.
- Research and report current information about countries where SUSTA has active programs or events.
- Monitor international business trends and world events that may affect marketing, outreach, and trade activities.

Outreach and Events

- Assist with departmental communication efforts for Tennessee and SUSTA companies.
- Assist in contacting businesses and partners who may be interested in participating in SUSTA programs and events.
- Assist with scheduling in-person and virtual meetings, events, and related activities.
- Help prepare logistics and materials for programming events and travel-related activities.

Other duties and special projects may be assigned as needed.

Education Requirements:

- Applicants must possess a high school diploma and be currently pursuing a degree in agricultural marketing, agricultural business, International Marketing, or another related field.
- Recent college graduates, master's students, and doctoral students may apply.
- Applicants must be in good academic standing with a GPA of 2.5 or higher.

Essential Knowledge and Required Skills:

- Applicants must be self-starters.
 - Strong interpersonal, communication, and organizational skills.
 - Ability to plan and execute projects with limited supervision or instruction.
 - Familiarity with Microsoft Office.
- General knowledge and understanding of agriculture and forestry systems is preferred.

Comments:

- This is a paid internship. If academic credit arrangements are needed, please reach out to the internship coordinator.
- This internship is part of the TDA's central internship program. In addition to regular project work, interns may be expected to participate in internship-specific events and activities that support learning, professional development, department outreach, and program engagement.
- All participants in the Tennessee Department of Agriculture Internship Program are required to complete an improvement project within their assigned division. Interns will identify an opportunity for growth, develop a project outline, and explain the project's intended outcomes and contributions to the Department. At the conclusion of the internship term, participants will present their projects to Executive Leadership during a luncheon.
- For more information on the Tennessee Department of Agriculture, Business Development Division please visit: <https://www.tn.gov/agbusinessdevelopment>.

Working Conditions:

- This internship is primarily office-based at the Ellington Agricultural Center in Nashville, Tennessee and will require regular travel. Overnight travel may be necessary during the internship period.

How to Apply:

To apply for this internship opportunity, please send the following documents to Jamye.Freeman@tn.gov:

- Resume
- Letter of intent
- Most recent transcript
- Two professional letters of recommendation
- DD214 (**veteran candidates only**)

PLEASE NOTE: Once your application has been received, you will receive a confirmation email. If you do not receive a confirmation email, please reach out to Jamye.Freeman@tn.gov.

ALL APPLICATIONS MUST BE SUBMITTED BY TUESDAY, SEPTEMBER 22, 2026.

Other Information:

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.