



**The University of Iowa  
Trademark Licensing Office &  
Athletics Hall of Fame**

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## **UI Trademark Licensing & Athletics Hall of Fame Internships Available immediately!**

### **Trademark Licensing Duties:**

There are three sides to trademark licensing: Protecting, Promoting, and Profiting from the University's trademarks. With these in mind, an intern will be responsible for:

- Approving artwork mockups of Iowa-branded product submissions
- Facilitating licensing applications with new vendors
- Working with internal licensing team members to provide high-level insights for retailers & licensees
- Building strong communication rapport with team members to effectively communicate short-term & long-term goals, both internally & with external partners
- Monitoring online e-commerce platforms for trademark infringement
- Reviewing submitted licensee royalty reports
- Maintaining trademark registrations (state & federal) & assisting with registering new trademarks as needed
- Answering phones and emails in a professional manner to assist licensees regarding their contracts, artwork, applications and day to day business related questions.
- Other duties as assigned

### **Hall of Fame Duties:**

The Athletics Hall of Fame is a museum that is open to the public daily & available for special event bookings, including on weekends. An intern will be responsible for:

- Overseeing event management and operations responsibilities for the facility
- Assist with exhibit updates and maintenance
- Managing events, as needed
- Opening and closing the facility and working regular building hours, as needed
- Other duties as assigned

### **Qualifications:**

Ideal candidates are motivated, full-time students pursuing a degree at The University of Iowa. This internship is ideal for Business or Sport & Recreation Management majors. Candidates must also demonstrate a welcoming customer service and public relations aptitude in addition to effective communication skills, both written and verbal.

### **How to Apply:**

- Send an email with your resume attached to: [ath\\_uilicensing@uiowa.edu](mailto:ath_uilicensing@uiowa.edu)