



### **Special Projects & Social Media Intern**

- Coordinates all potential Huskies Youth Clinics and Educational/Library/Nursing Home Visits
- Calls/emails local organizations to set up mascot appearances
- Works with local youth baseball leagues to set up clinics with the team
- Serves as direct link between those attending the clinic and our organization. In charge of confirming the details of the clinic and relaying that information to all parties involved.
- Directs and manages the home clinics, takes pictures, hands out giveaways, etc.
- Post clinic happenings on website and social media venues
- Makes sure all necessary waivers are signed for participants including waivers for social marketing purposes
- Coordinates Huskies players appearances in local area throughout the summer months
- Researches local events where the Huskies/Harley D Huskie/players could make an appearance such as Trade shows, volunteer opportunities, parade dates, entry fees, etc.
- Help distribute pocket schedules throughout Duluth and surrounding areas

### **Game Day**

- Update website (upcoming events i.e. Renaissance Day , daily promotions updates, etc.)
- Keeps social media up to date and promotes upcoming Wade Stadium events on all social media venues (before, after, and during game)
- Writes and prints/sends out our Huskies Howl before every home game
- Takes photos throughout the game (before, after, and during)
- Updates website scoreboard during the game
- Sends game photos to Northwoods League
- Make sure all post-game meals are accounted for and ready for players and umpires (see post game)
- Main assistant for on-field Promotions with lead intern
- And other duties as assigned

### **Post-Game**

- Posts final score and standing information throughout all social media avenues
- Finalizes website scoreboard and standings
- Sets up post-game meal when located at the ballpark (for both teams when necessary)
- Cleans up after post-game meals
- And other duties as assigned

It's a team effort all Interns will be expected to help and pitch in, in other areas besides their own

### **Ballpark Set Up**

- Assists Huskies staff to set up the ballpark for upcoming games in the Kennel Klub, ticket booth, giveaway items, picnic areas, etc.
- Make sure everything looks presentable-all trash cleaned up etc.
- Wipes down seating areas prior to gates opening
- Leaf blow the stands, Kennel Klub and Wade Plaza
- Set out kegs before games (30min prior to gates open)
- Help set up Concessions area for the upcoming game
- Help make food prior to gates open(as directed by Game Operations Intern)
- Checks in with Hospitality Intern to ensure areas are clean and presentable for guests
- Help pick up any supplies needed for game day that got overlooked

### **Post-Game Tear Down**

- Help clean concessions and beer area
- Help with post-game cleanup
- Ensure all trash is taken out and brought to dumpster
- Shut off all lights
- Lock up locker rooms
- Make sure all props are stored and nothing is left out
- Lock up concession areas
- Lock up portable bathrooms and bathrooms
- Lock up all gates and ticket office
- Sets up merchandise area prior to the game so it is ready for sales

### **Throughout Season**

- Distribute pocket schedules and corporate season tickets around Duluth and surrounding areas
- Help generate creative ideas for sales, promotions and events