



JOB DESCRIPTION

COMMUNICATION & JOURNALISM INTERN

SUMMER 2019

BRIEF SYNOPSIS OF JOB:

An entry-level position providing hands-on experience in collegiate summer baseball communication and journalism. Must be a current student (undergraduate or graduate). Requires ability to work flexible schedule including nights and weekends. Comfortable interacting with all levels within the organization as well as outside contacts. Strong time management and attention to detail. This is a non-paid, for college credit or work experience position.

REPORTS TO: Assistant General Manager and Marketing & Media Manager

RESPONSIBILITIES:

Duties will include: journalism coverage for all regular season home games; taking game notes, posting game updates on social media platforms, conducting interviews, writing game summaries and articles for team's website and game day program/insert, emailing game summaries and articles to media outlets. Required to follow Chinooks away games via in-person, internet, or radio and post game results on team's website and social media platforms. Required to write Chinooks related stories for team's program, game day insert, team's website and social media platforms. Assist in creating and implementing content for team's website and social media platforms. Assist others within the organization when needed. All other duties as assigned. Must be available for all home games.

PERFORMANCE STANDARDS:

- Quality and accuracy of work
- Completion of assigned tasks on schedule
- Attendance
- Cooperation, responsiveness, dependability, and proper attitude in dealing with others including co-worker and customers
- Conformance to company personnel, safety, quality, and housekeeping policies, procedures, and practices
- Effective written and verbal communication skills

How To Apply

Send Resume and Cover Letter To:
Eric Snodgrass
Assistant General Manager
Email: erics@lakeshorechinooks.com
Phone: 262-618-4659