



JOB DESCRIPTION

MARKETING & OPERATIONS INTERN

SUMMER 2019

BRIEF SYNOPSIS OF JOB:

An entry-level position providing hands-on experience in collegiate summer baseball marketing and operations. 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. Paid opportunities may be available at stadium on non-game days.

REPORTS TO: Marketing & Media Manager, Operations & Hospitality Manager, Baseball Operations Manager

RESPONSIBILITIES:

Responsibilities: Duties and rotations will include: **Marketing** (setup/take down/execution of all between inning promotions and fan participation, coordination and logistics of pre-game/post-game on-field activities, coordination and logistics of promotions/theme nights/guest appearances/giveaways, merchandise store assistance, kids zone management, and mascot handler). **Operations** (stadium/field operations and maintenance, clubhouse management, parking management, kids zone management, ushering). **Concessions & Hospitality** (managing main concession stand and kiosks, coordination and logistics of all hospitality areas, assistance with food and beverage orders/deliveries/inventory/quality/presentation).

Assist with setup and take down of stadium prior to and following season. Assist with the set-up and take down of all events held at Kapco Park. May be required to work non-Chinooks events held at Kapco Park. Assist with fulfillment of sponsor contracts. Assist with distribution of marketing materials. Required to attend player/mascot/organization appearances and tabling opportunities in the community. Required to promote team and promotions using unique marketing techniques. Assist others within the organization when needed. All other duties as assigned. Must be available 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-workers 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