

**WATERLOO BUCKS BASEBALL  
2024 SUMMER CLUBHOUSE OPERATIONS INTERNSHIP**



**TEAM INFORMATION**

As an intern with the Waterloo Bucks, you will actively be a part of the front office activities and be involved in learning all facets of a minor league baseball organization. The Waterloo Bucks are owned by the Cedar Rapids Ball Club Inc. which also owns the Cedar Rapids KERNELS. The Bucks offer a variety of internship positions.

**JOB DESCRIPTION**

Internship positions will work long hours on Bucks game days along with other events at Riverfront Stadium. Should expect to work ALL Bucks home games, various ticket office shifts, and during extra events at Riverfront Stadium. Interns will also assist in guerilla marketing efforts throughout the Cedar Valley during the season.

- Start Date: May 13, 2024
- End Date: August 17, 2024
- Manage all team equipment including laundry duties for home and visiting team
- Prepare home and visitor clubhouse, coaches offices, and umpire locker room to ensure they are presentable before teams arrive to the ballpark
- Ensure that all team uniforms are tracked and in players individual lockers prior to them arriving at the ballpark
- Ensure that player deposit system is properly executed throughout the summer
- Work with Assistant General Manager and coaching staff to ensure that team equipment needs are taken care of in a timely manor
- Set up of team meals in both home and visitor clubhouse
- Assist with game operations, box office, on-field games, souvenir stand, and guest services
- Assist with various aspects of stadium setup and tear down
- Provide outstanding customer service to advertisers and fans
- Be trained on the ticket system and fulfill ticket office duties
- Other duties as assigned

**DESIRED QUALIFICATIONS**

- The ideal candidate would be hard working, detail oriented, and organized.
- Should be able to work well in both a team, and individual environment.
- Willingness to learn new skills, and work outside your comfort zone.
- Should be a college student, or recent college grad looking to work in the sports, or a related industry.
- Previous experience will be taken into consideration, but not required.

Interested candidates should send resumes and cover letters to Jake Horan at [jhoran@waterloobucks.com](mailto:jhoran@waterloobucks.com) or mail to:

Waterloo Bucks Baseball  
PO Box 4124  
Waterloo, IA 50704

Feel free to call with any questions or to set up an interview at (319) 232-0500 option 4.

