

# U90C SPORTS

## Employment Forms - Internship

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**Position Title: Sport Management –Tournament / League Coordinator Intern**

**Organization Name: U90C SPORTS** ([www.U90C.com](http://www.U90C.com))

**No of Openings: 2**

**Work Schedule:** Internship, flexible hours, on-site and off-site training / experience

**Hours per Week:** 10-15 (non-tournament week) / 30-40 (tournament week / weekend)

**Wage:** Internship for credit / compensation open for consideration ("Hybrid Model" - see below)

**Position Start Date:** Fall: Aug. – Dec. (applications accepted May-Aug.) Spring: Jan.-May (applications accepted Oct.-Dec.)  
Summer: May – Aug. (applications accepted March-May)

**Position End Date:** Open and continuous (*see Current Dates section*)

**Supervisor:** Director, Operations / Event Manager

**Position Description:** The Sport Management – Tournament / League Coordinator Intern will assist in the planning and execution of all U90C Tournaments / Leagues; and assist in field and event site set-up, equipment management, and event operation support. The Sport Management – Tournament / League Coordinator Intern will receive hands on experience in all aspects of event management.

U90C is seeking an independent organized person with a strong sense of personal accountability who enjoys working in a busy result-driven environment in the Youth Sports / Event Management industry. Strong personal credibility allows you to easily build solid and collaborative working relationships (internal and external), remain calm in crisis and make good judgement calls in a variety of situations while multi-tasking

Duties / Activities include:

- Assist with management of all facilities (sports complex) arrangements for all U90C events
- Assist in managing all equipment / supply rentals and acquisitions
- Work parallel with U90C Sr. Staff on sports tournament planning and execution
- Act as Assistant Tournament Director / Site Manager on all U90C events
- Interface with vendors / sub-contractors (Sponsors, Referee Coordinators, AT Staff, Facilities / Complex Staff, etc.)
- Recognize core competencies of U90C and make decisions that reflect those competencies: "Integrity • Accountability • Pride • Entrepreneurship • Respect"

- Qualifications:**
- Must be at least 18 years of age and enrolled in your sophomore, junior or senior year at an accredited college or university
  - Approval from college / university for internship program
  - Interact in a professional, enthusiastic, energetic and outgoing manner with management, clients and consumers in any setting / environment Attention to detail, strong organizational ability; ability to work under pressure amid distractions and interruptions
  - Proficient in MS Office (Word, Excel, Outlook etc.) and online SaaS interfaces
  - Adaptable to business and team needs and changes
  - Able to work independently and as a motivated team player
  - Ability to perform some physical labor (hang banners, transport coolers, event asset set-up, golf cart transport, etc.)
  - Ability to work long hours on "game day" for scheduled tournament dates (typical hours on an event weekend are: Friday 2pm-10pm, Saturday 8am-10:30pm, Sunday 8am-6:30pm)
  - Desire to play an active role in the Youth Sports / Event Management industry in a fun, entrepreneurial environment



**More about this position:** • Our intern position is a 'hybrid' model. We do pay for hours worked during an actual event (approx. 30 hours per event), the 'office hours' also go towards the earned credit but are non-compensated.

**Learning Benefits /** • Experience on-the-job training experience under the direction of sport management professionals.

**Education Credits:** • Apply sport management industry specific knowledge to professional practice.

- Identify areas of interest within the sport management industry.
- Identify the proper channels of communication within the specific organization.
- Practice decision-making through testing theories and ideas, in accordance with stated policies of the organization.
- Gain administrative experience in a sport management setting.
- Develop professional communication skills.
- Identify the qualities inherent to working successfully with coworkers and clients.
- Hands-on learning opportunity(s) relevant to the Youth Sports Industry.
- Gain the experience / knowledge in succeeding in a 'start-up' environment as an individual contributor in a team environment by multi-tasking to accomplish stated goals (individual & organizational).

Current Tournament Dates (Dallas / North Dallas area – *see website for specific dates*):

- U90C Spring Kickoff – February
- Texas State Cup - April
- League Challenge Cup – May
- Dallas Open – May
- Premier Copa – June
- U90C Sports Classic – August
- ELITE Friendlies - Augusts
- Summer Splash – August
- U90C Labor Day Open – September
- Veteran Heroes Cup - November
- League Challenge Cup – November
- Upper 90 Challenge – December 1-3, 2017

Current League Dates (Dallas / North Dallas area – *see website for specific dates*):

- Spring Season: February-May (*multiple weekends / multiple locations available*)
- Fall Season: August-November (*multiple weekends / multiple locations available*)