



11 Executive Drive Suite 202
Farmington, CT 06032
Tel 860.677.7500
Fax 860.677.0460
www.soccerplusct.com



SoccerPlus Internships

Internships with SoccerPlus will give students an excellent behind-the-scenes view on how a sports organization operates, as well as valuable experience for those interested in pursuing a career in the sports industry. These are unpaid internships with the possibility of receiving credit for your work as determined by your university. SoccerPlus Connecticut Reds and SoccerPlus Camps accept a limited number of internships to ensure that interns gain valuable work experience. For more information on the team and staff go to www.soccerplusct.com and www.soccerpluscamps.com.

Positions Available:

Hours can range from 20-30 hours per week, in addition to working games and special events. ALL Interns MUST be able to work some weekends and have a reliable source of transportation.

Public Relations Intern (Spring/Summer 2008)

SoccerPlus Connecticut Reds Public Relations intern will have the following job responsibilities:

- The primary responsibility is to provide weekday and game day assistance to front office staff in all areas of our organization
- Intern will have substantial interaction with sponsors and fans through youth programs, clinics, player appearances and more.
- Intern will be expected to work all games. Game day duties may include distribution of premium items, surveys, and programs.
- Game day duties may also include working on promotions, press box, customer service, stadium set-up and take down.
- Intern can expect that some responsibilities will include clerical work, such as filing, data entry, copying and correspondence.
- Intern will be expected to help with group ticket sales - youth programs, corporations, ect.
- Intern will help organize half time activities - greet groups and other game day activities.
- Other duties as assigned

Must be highly organized, resourceful, quick learner and able to handle multiple projects simultaneously. Ability to work well with different personalities in a fast-paced environment. Exceptional interpersonal and telephone skills. Must be proficient with Microsoft Word, Publisher and Excel.



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Operations Intern (Spring/Summer 2008)

SoccerPlus Connecticut Reds Operations intern will have the following job responsibilities:

- Assist in the production and execution of a sponsor related events including set up and take down of the event
- On-site customer relations - dealing with soccer parents, players, and coaches
- On-site sponsor fulfillment - execution of contractual elements for the event as well as assist in operations during games.
- Communication with clients including pre and post reports of the events hosted
- Intern must be detail oriented and possess strong communication skills
- Intern will be in charge of team gear - issuing and collecting it from the team/staff as needed
- A working knowledge of Word, Excel, Power Point and Access, as well as previous database input experience, is a plus.
- For the set up and tear down of certain events, candidates must be able and willing to lift items up to 30lbs
- Other duties as assigned

Must be highly organized, resourceful, quick learner and able to handle multiple projects simultaneously. Ability to work well with different personalities in a fast-paced environment. Exceptional interpersonal and telephone skills. Must be proficient with Microsoft Word and Excel.

Media Relations Intern (Spring/Summer 2008)

SoccerPlus Connecticut Reds Media Relations intern will have the following job responsibilities:

- Responding to media requests
- Pitching unique story angles to print and electronic media
- Assisting in statistical analysis and record keeping
- Management/distribution of press clippings/video clips
- Assisting with the generation of team publications
- Produce content for the website
- Assisting with special events
- Distribute credentials on game day at media will call
- Organization of team and player photos
- Distribute copies of stats sheets to the media - game report to the league office after games.
- Coordinate post-game quotes from home and visiting locker rooms
- Writing Press Releases notifying the media and the general public of Team news, community events, initiatives, player transactions, etc.
- Playing a key role in producing team Media Guide
- Facilitating interviews with players and coaches
- Answering fan mail, both electronic and traditional
- Assist in development and execution of present and future community relations programs
- Assisting in all aspects of press box operations on game days
- Other duties as assigned

The position requires strong written and verbal communication skills. Those with strong knowledge of soccer are encouraged to apply, but is not required.



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SoccerPlus Camps Administrator (Summer 2008)

SoccerPlus Camps Administrator Intern will have the following job responsibilities:

- Office preparation prior to camp: Duties in the office will include but are not limited to customer service, shipping logistics, data entry and maintenance of camper database and file preparation prior to each week of camp.
- Provide a safe and educational environment for our students
- Communicate daily with National Administrator at SoccerPlus Office
- Organize and run camp registration at different locations
- Main contact between SoccerPlus Camps & Campsite contact
- On-site Administrative Duties and organization of paperwork
- On-site Emergency contact for camper families
- Set – up and run camp store
- Coordinate & Drive injured campers to hospital if necessary
- Help with take down and packing of camp
- Coordinate shipping logistics of gear and equipment to next camp location

To apply for the **SoccerPlus CT Reds** Internships contact:

Lisa Cole

Office: 860-677-7500

lcole22@msn.com

To apply for the **SoccerPlus Camps** Internship contact:

Shawn Kelly

Office: 860-677-7500

shawn@soccerpluscamps.com