

**BUFFALO BISON
INTERNSHIP APPLICATION**

Name: _____ Date: _____

Address:
Street/City/Zip: _____

Phone #: _____ Email Address: _____

College Attending: _____ Major: _____

Date of Graduation: _____ Minor or Concentration: _____

Minimum hours required for internship _____

Date of first availability: _____

*The Bisons season begins in early April, but students attending college outside the Buffalo area may still begin their internships at the conclusion of their Spring semester.

Days of Week & Hours of availability: _____

Education History:

| <u>School Name</u> | <u>Dates Attended</u> | <u>Major</u> | <u>Degree</u> |
|--------------------|-----------------------|--------------|---------------|
|--------------------|-----------------------|--------------|---------------|

Employment History:

| <u>Employer Name</u> | <u>Dates</u> | <u>Position Held</u> | <u>Duties</u> |
|----------------------|--------------|----------------------|---------------|
|----------------------|--------------|----------------------|---------------|

Please check the internship areas that you are interested in. Positions include, but are not limited to, the main responsibilities listed below. *Please remember the more you choose, the better your chances of getting an internship can be. You can also rank your desired positions from 1-on.

_____ **Sales:** Sell sponsorship/ticket packages for special events. Assist sales staff with day-to-day responsibilities.

_____ **Sponsorship:** Help with all partner related activities which includes activation, execution, and documentation of contractually obligated sponsorships.

_____ **Promotional and Marketing:** Focuses on the game day fan experience. Help in executing game day promotions and sold sponsorships.

_____ **Video Production:** Focuses on game day production, editing highlight packages, editing player features and entertainment videos. Create content for bisons.com and the Bisons Video Board.

_____ **Graphic Design:** Intern will be responsible for creating graphics for use on the Bisons Video Board and for external marketing use. Intern should have some experience in Photoshop and In Design.

_____ **Website Reporting:** Serve as the beat writer for the team on Bisons.com, covering a majority of game recaps and player features. Intern **must** have journalism experience, either from their major or by working on collegiate newspaper.

_____ **Public Relations:** Assist in the club's game-day public/media relations efforts, including all press box duties and media game note packages. Intern should have Photoshop experience.

_____ **Social Media:** Assist in coordinating and executing the company's social media strategy, working across key social media channels including Facebook, Twitter, Snapchat and Instagram. Intern should have some experience in Photoshop.

_____ **Photography:** Work with the team's official photographer to support the team's marketing, sales and public relations effort. Take exciting, game action photographs from on the field and throughout the ballpark.

_____ **Ticket Office Assistant:** Duties include, customer service at ticket window, answering phones, working at guest relations during games, assisting with community care program.

_____ **Merchandise:** Focuses on game day fan experience by assisting with retail. Learn to analyze and control inventory. Engage with customers and drive sales to exceed game day goals.

_____ **Ecommerce:** Focuses on online retail fan experience. Assist with order fulfillment, inventory maintenance, brand image and retail marketing content. Photoshop and Excel experience preferred.

_____ **Food Service:** To develop an in depth understanding of a multi-faceted food service organization. Learning program will encompass front of house, back of house. Also administrative duties are included.

_____ **Grounds Crew:** Work with Head Groundskeeper doing Landscaping, etc. for the Buffalo Bisons Home Games and Special Events. Landscaping/baseball experience preferred but not required.

What are you school's internship requirements? Please include supervisor's contact name, email and phone number.

What strengths/skills would help you excel in as an intern with the Bisons?

What skills are you interested in developing if you are accepted as an intern with the Bisons?

What aspect of an internship with the Bisons excites you the most? What are you most looking forward to?

Please describe any past experience, extra-curricular activities or community involvements that would help you succeed as an intern with the Bisons.

Where does an internship with the Bisons fit in your plan to grow your career? What do you plan to take away from this internship?

Please list at least (2) educational or professional references that have direct knowledge of your character and abilities:

| <u>Name</u> | <u>Relationship</u> | <u>Email</u> | <u>Phone Number</u> |
|-------------|---------------------|--------------|---------------------|
| 1. | | | |
| 2. | | | |

Read carefully before signing:

I certify that the above information is true and complete to the best of my knowledge, without omission of consequence. I agree that any misrepresentation, false statement or omission, made by me with respect to the information contained on this application or subsequent physical examination shall be sufficient cause to terminate my employment. I agree that any offer of employment and acceptance thereof, does not constitute a binding contract of any length and that such employment is terminable at the will of either party, subject to applicable state and/or federal laws. I also authorize you to solicit reports from prior employers, schools and references and grant permission to such sources to release such information to you expect as limited above:

I further recognize that employment is subject to:

-your receiving acceptable reports from all references solicited

I also recognize that I will be required to:

-furnish a work permit if I am under age 18.

-produce original documents specified by the federal government establishing my identity and authorization for employment and sign Form I-9, Employment Eligibility Verification, under penalty of perjury, that documents presented are genuine and relate to me.

-sign an Associate Agreement dealing with your policy on confidential information, assignment of inventions, conflicts of interest and restriction of competitive employment and certain other employment forms.

Signature of applicant: _____ **Date:** _____

Please return completed application (please include resume) to:

**Buffalo Bisons
One James D. Griffin Plaza
Buffalo, NY 14203
Attn: Tina Lesher/Internship Program**

Applications/Resumes may also be emailed to the Bisons: tlesher@rich.com