



Community and Media Relations

Overall Job Description: This internship position will provide support in public relations, press box and marketing related tasks. This role will assist with aspects of gameday media operations.

Duties and Responsibilities:

- Assist with all mascot appearances
- Assist with community outreach programs including donation requests
- Assist with the production of team publications, including game-day program, media guide etc.
- Assist with maintaining Dust Devils message to cultivate media coverage and fan excitement
- Participate in team's social media efforts including posting game results
- Assist Dust Devils Broadcaster with compiling daily game notes and statistical information for both home and road teams
- All gameday duties such as preparing Press Box with game notes, rosters, necessary information
- Help facilitate interview requests with local media
- Assist in coordinating graphic and music elements for game days
- Assist with issuing media credentials for various members of the print, television and radio media members
- Assist with Press Box duties
- Edit, upload and organize all Dust Devils headshots
- Learn different elements of game day production

Expectations:

- Have FUN!
- Provide the best customer service possible to fans and all other guests at Gesa Stadium
- Represent the Dust Devils in a professional manner, including adhering to the Dust Devils look
- Flexibility – every member of the Dust Devils staff will need to commit to the utmost in flexibility. The daily focus will be on achieving department and team goals in an environment that will likely be changing quickly and constantly