

Operations & Fan Engagement Spring Internship: FC Tulsa

Overview:

FC Tulsa is looking for Operations & Fan Engagement interns. The positions available will give candidates valuable experience in game and event operations. There will be two (2) internship positions available under the Operations team of FC Tulsa and reporting to the Director of Operations & Fan Engagement. Working with the Operations team, the primary focus of the position will be to plan, implement, execute and evaluate event operations. The desire to be part of a “start-up” and build something special is required. Our Motto: “For Tulsa” is at the center of all that we do.

Duties & Responsibilities:

- Coordinate employees/volunteers within an assigned area of FC Tulsa event
- Assist in inventory control of events
- Evaluate and coordinate equipment rentals for FC Tulsa events
- Assist with event set up, execution and event take down
- Assist in ensuring FC Tulsa home matches are compliant with USL operating protocol
- Assist in ensuring FC Tulsa home matches are compliant with local protocol
- Build and edit event guides
- Assist in credential management
- Assist in event promotion and lead generation activations
- Other duties and responsibilities as assigned

Desired Qualifications:

- A passion for sports and fan engagement!
- Excellent interpersonal, verbal and written communication skills; ability to communicate effectively at all levels both internally and externally
- Interested in pursuing a career in sports management or business operations.
- Able to lift heavy items on occasion
- Flexible schedule to work game days, club events (including weekends and holidays)

Requirements:

- Enrolled in an undergraduate or graduate program and eligible for college credit OR current high school senior joining undergraduate program in fall semester.

We are an equal opportunity employer and all qualified applicants will receive consideration for the internship without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.