

USTA Middle States: Sport Management Intern

Now accepting for SUMMER 2018

Application deadline: February 20, 2018

The United States Tennis Association (USTA) Middle States section, based in Valley Forge, Pa., is looking for a sport management intern for summer 2018. Interns in this position will report to the Communications and Marketing team, and will work closely with each department to promote and execute projects in competition and community development.

Interns have the opportunity to work closely with both professional and recreational tennis. An interest in public relations, marketing or event management is required.

Intern Opportunities:

- Content Development - Assist in the processes of creating original content, including writing, photography and graphic design
- Marketing – Assist in promoting events and programs
- Media and publications - Assist in growing media and contributing to online and print publications
- Event Management - Assist with event planning of Middle States sponsored events
- Community Development – Work with community team on local events and the growth of school tennis initiative
- Networking
- Other duties as assigned

Experience:

- Current enrollment in a college or university, or recently graduated
- Excellent written and oral communication skills
- Strong interpersonal communications skills
- Computer experience in Microsoft Office platform; interest in the Adobe Creative Suite
- Strong editing skills
- Ability to keep deadlines, handle tasks responsibly and work independently
- Interest in, and knowledge of, one or more of the following fields: journalism, marketing, public relations, sports management

Duration/Compensation:

- April through September – with flexible start date
- Candidate must be available for at least 15 hours per week, for a 10-week period*
- Candidate must be available to work weekend events when needed
- Candidate must have a valid driving license and reliable transportation
- USTA Middle States will work with the college or university to provide course credit

*Hours per week and duration of internship are negotiable, for the right candidate, based on student's needs.

How to apply:

Please send resume and cover letter to USTA Middle States Communications and Marketing (communications@ms.usta.com)

Include “**Intern Application**” in the subject line. Application deadline is February 20, 2018