



# Burlington Royals Professional Baseball

Burlington Athletic Stadium • 1450 Graham Street • PO Box 1143 • Burlington, NC 27216  
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## Burlington Royals Summer Internship Program 2019

### Graphic Design and/or Video Production -

#### Job Duties include:

- Create impactful graphics and flyers for social/digital media, the Burlington Royals website, and sponsors.
- Work closely with Assistant General Manager with all marketing initiatives.
- Create and produce marketing and informational videos.
- Run the message center for all games.

#### Job Requirements

Must have advanced skills and understanding in Adobe products or other graphic design and video production programs. Interns are expected to work every home game and be available for any outside event needed (Marketing, Community, etc.). This internship must be for college credit.

### Merchandise -

#### Job Duties Include:

- Helping set up, organize and clean up all aspects of the new merchandise store.
- Keep an updated inventory of all items related to merchandise.
- Develop creative deals and specials to promote and sell the merchandise.
- Update the website for inventory and items that are being sold including any sales. Previous experience with websites not necessary.
- Work closely with Assistant General Manager on all merchandise goals and decisions.

#### Job Requirements

Must have an understanding of spreadsheets and inventory management. Interns are expected to work every home game and be available for any outside event needed (Marketing, Community, etc.). This internship must be for college credit.

## **Broadcaster -**

### **Job Duties Include:**

- Provide play by play for all Royals home games and select road games (Danville).
- Compose well written post game wrap ups and post to the website.
- Update the website with new articles, projected pitchers, and more.
- Listen to away games to post updates on social media to keep fans informed

### **Job Requirements**

An understanding or ability to learn how to use Tune In and how to set up the necessary equipment to broadcast at a high quality. Previous experience with websites not necessary. Interns are expected to work every home game and be available for any outside event needed (Marketing, Community, etc.). This internship must be for college credit.

## **In-game Production -**

### **Job Duties Include:**

- Control the press box and making sure everything is running smoothly.
- Control of music playlist and sound bites that will be played throughout the game (Work with GM on what and when).
- Ensure that all promotions are in order and the correct songs/sounds are played when necessary.
- Make any announcements when situations such as weather/emergency/etc. arrive.
- Assist Director of Operations and AGM with Community Spotlight program, Reading program, and any other community relations/groups program.

### **Job Requirements**

Ability to speak and deliver directions clearly and concisely as well as be organized in chaotic situations. Interns are expected to work every home game and be available for any outside event needed (Marketing, Community, etc.) . This internship must be for college credit.

## **Box Office -**

### **Job Duties Include:**

- Learn and have a complete understanding of the Glitnir Ticketing Software.
- Print and handle all ticket orders for groups, individuals and will call.
- Maintain, arrange and keep the ticket windows and box office information ready for game days.
- Ensure game-day Box Office interns have complete understanding of how the system works and are comfortable for all home games.

### **Job Requirements**

An interest in box office and ticketing and leadership to run a box office. Interns are expected to work every home game and be available for any outside event needed (Marketing, Community, etc.) . This internship must be for college credit.

## Hospitality -

### Job Duties Include:

- Help run and organize anything related to food and beverage.
- Help set up the stadium for game days including tables, signs, giveaways and anything else.
- Set up and take care of group areas throughout games.
- Ensure everything is stocked and keep inventory for things that need to be replaced.
- Assist Director of Operations with employee timesheets and scheduling.
- Work closely with the Director of Operations to ensure everything is ready for every game.

### Job Requirements

Ability to stand for long periods of time (whole games) and to lift heavy objects.

Interns are expected to work every home game and be available for any outside event needed (Marketing, Community, etc.) . This internship must be for college credit.

**TO APPLY FOR ANY OF THE ABOVE INTERNSHIPS PLEASE SEND YOUR RESUME TO LAUREN WAGAMAN ([LAUREN@BURLINGTONROYALS.COM](mailto:LAUREN@BURLINGTONROYALS.COM)). PLEASE INDICATE WHICH POSITION YOU ARE APPLYING FOR.**