



2801 N.E. 50th Street, Oklahoma City, OK 73111-7203 Phone: (405) 424-5266 Fax: (405) 424-3855
RegisterUSASoftball.com • TournamentUSASoftball.com • USASoftball.com • OfficialGear.com • USASoftballStore.com

USA Softball Event Management Summer 2021 INTERNSHIP

WHO WE ARE:

Founded in 1933, USA Softball is the National Governing Body of Softball in the United States and a member of the United States Olympic Committee. One of the nation's largest sports organizations, USA Softball sanctions competition in every state through a network of 67 local associations and has grown from a few hundred teams in the early days to over 135,000 teams today, representing a membership of more than 2.2 million. USA Softball is responsible for training, equipping and promoting the USA Softball National Teams that compete in international and domestic competitions.

SUMMER OPPORTUNITIES

For interested students, regardless of class level, who are looking to develop behind the scenes and operational experience in sports, an opportunity at USA Softball awaits you. Showcase your passion for sports this summer at the USA Softball Hall of Fame Complex.

Please be conscious of the fact that only 2 students will be offered the opportunity. The final decision on applicants will be made by mid-March.

Details: The Event Management Interns will be responsible for assisting the Events Department in all matters relating to USA Softball events at the USA Softball Hall of Fame Complex and in other states/cities. The focus will be on the Big XII Softball Tournament, NCAA Women's College World Series, Youth All-American Games, the USA Softball Junior Olympic Cup, GOLD Nationals, and all other events as assigned.

Job Responsibilities (April - August):

1. NCAA Women's College World Series – assist with all on-site aspects of the event, including facility management and game day operations.
2. Coordinate USA Softball Hall of Fame Complex and Out of State Tournaments:
 - a. Responsible for working directly with USA Softball Event Managers to prepare for tournaments.
 - b. Work directly with the teams both prior to and during the tournaments.
 - c. Responsible for the tournament brackets and tournament administration.
 - d. Must be available to work the weekends.
 - e. Must be willing to travel
3. Assist with all aspects of tournament reporting for USA Softball National Championship events.
4. Other duties as assigned during Internship.

Job Benefits:

USA Softball Interns are paid positions. Positions do not include any benefits (i.e. medical/dental insurance, tuition reimbursement, retirement plan, etc.).

Interested Applicants Will Send the Following:

- Cover Letter
- Resume
- Two Letters of Recommendation
- **Deadline – February 12, 2021**

Contact: Julie Whiteaker
Event Manager
2801 NE 50th St.
Oklahoma City, OK 73111
jwhiteaker@usasoftball.com – (405) 425-3446