



## AHFC ROYALS MATCH DAY INTERN

The Match Day Internship Program is designed for college students to explore careers in the sport industry while getting hands-on experience working with AHFC Royals franchise leagues. The AHFC Royals will expose the intern to numerous match day roles and will allow the intern to learn from and work alongside Royals Staff members. The Match Day intern will be responsible for the creation of the match day processes and checklist. Assist with all set-up and clean-up activities and staff and volunteer coordination and communication. Be a match day Ambassador.

### CLUB OVERVIEW

The Albion Hurricanes FC's (AHFC) philosophy is to develop youth soccer players in all 4 aspects of the match: Technical, Tactical, Physical & Psychological. Our goal is to teach players to have the ability to adapt and play different positions as well as different systems of play on the field. Preparation for the next and highest level of play includes serious and committed players who are students of the match and passionate about our sport. Our vision is to make AHFC one of the best in the nation through mastering the fundamentals. By doing this we will prepare players for the next level and set the pace that transforms our club into National Champion status.

A full service club, AHFC offers all levels of play for Boys and Girls including National Leagues, Regional and Local Leagues, Recreational and Developmental teams. With the addition of AHFC Royals franchises, AHFC offers Men and Women the opportunity to play during their college years and after with the intent to advance to the professional level. The AHFC Royals franchises, Premier Development League (PDL) for Men and Women's Premier Soccer League (WPSL) for Women, serve as proven stepping stones for aspiring professionals. To learn more, visit [albionhurricanes.org](http://albionhurricanes.org).

### DUTIES & RESPONSIBILITIES

- Create match day documentation, procedures and check list
- Assist with general match day stadium set-up including sponsor signage and tables, giveaways, ticketing and fan gear sells
- Assist with any match day promotional activities,
- Handle customer service inquires at events
- Communicate and coordinate all match day volunteers
- Track and record attendance of all volunteers
- Maintain all match day volunteer paperwork and update information on the AHFC repository accordingly
- Assist with general match day clean-up
- Be match day Ambassador
- Assist with related office tasks when asked from time to time
- Other responsibilities related to game day operations as assigned by Royals Front Office members

### QUALIFICATIONS, SKILLS & TIME COMMITMENT EXPECTATIONS

- Current college student with a high energy level
- Hardworking and dedicated with an eagerness to learn
- Self-driven, willingness to meet and exceed expectations
- Sense of initiative, can work well with minimal direction
- Creative thinker with a strong work ethic
- Proficient in Microsoft Excel and Microsoft Word
- Social media and web-savvy
- Strong verbally and in writing
- Finishes tasks in a timely and efficient manner
- Most non-match work can be completed remotely with flexible hours
- Expected to work all Royals home matches but may not be scheduled for 100% of the matches
- Match day set up starts 2 hours prior to the match
- Interns will gain valuable information in the following categories
  - Hands-on customer services and sales experience
  - The importance of event logistics and timing
  - Understanding of the day to day operations of a youth and franchise soccer club

### MAJOR & COMPENSATION

- Major: All
- Open: May – July, 2018
- Unpaid, academic internship. Preferred candidates who are receiving academic credit