



 111-60 Scarsdale Rd.
Toronto, ON M3B 2R7
 info@ontariovolleyball.org
 1-800-372-1568

**ONTARIO VOLLEYBALL
EMPLOYMENT OPPORTUNITY**
Marketing & Business Development Intern

Location: 60 Scarsdale Road, Suite 111, Toronto ON M3B 2R7

Supervisor's Title:

Position Level: Part-time, contract

Salary Range: Commensurate with experience

Application Closing Date: January 31, 2020

ONTARIO VOLLEYBALL ASSOCIATION

The Ontario Volleyball Association (OVA) is a non-profit member-based provincial sports organization where dedicated volunteers and professional staff provide leadership in the growth and development of indoor, beach and sitting volleyball for all Ontarians.

It is our vision to be recognized as a leading sport organization in Canada. To that end, the OVA works with its partners to support athletes through excellent customer service and by offering inclusive programming on a foundation of physical literacy for all ages and abilities. The OVA will provide athletes with quality opportunities for meaningful competition and will support coaches and officials with professional development opportunities.

JOB SUMMARY

Seeking an energetic, detailed oriented, persistent individual who wants to learn what marketing and business development for events is all about. Culminating with the 2020 Ontario Volleyball Championships at the Enercare Centre in Toronto, ON, this internship will not only get your feet wet in event marketing and business development, but you would finish with tangible experience for your resume and assume meaningful responsibilities right from the start.

DEALBREAKERS:

Must be available consistently until April 22, 2020.

Must be available April 15-22, 2020 at the Enercare Centre. (Hours may vary during the event)

GOOD TO HAVES:

A valid driver's licence and reliable vehicle

Knowledge of the sport of volleyball (but not necessary)

Comfortable shoes

WHAT ELSE SHOULD YOU KNOW?

We are located at York Mills Road and Leslie St. in Toronto

We pay our interns and not just with food either, but that happens occasionally too

Our staff embrace the work hard, play hard philosophy and are known to play the occasional game of Spike Ball, engage in random fitness challenges, or go for lunch to any of the local restaurants.

Parking is FREE

If this sounds like something you are interested in, please send your resume and cover letter and availability for review.



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KEY RESPONSIBILITIES

- **Marketing** – This role will take the lead on sourcing and populating the OVACHamps App with team rosters and photos, setting up notifications for sponsors and partners, working with Communications to create content for award winners, etc. In short, you will be a driving force in making our App the best it can possibly be. Are you a tech person and have a great idea? We want to hear about it too, and if there is time, let's possibly implement it!
- **Sponsorship and Sales** – You will be excited to speak to current and potential sponsors and partners leading up to the event, find out what they require to be successful and how you can best accommodate their requests. Once at the event, you will finally put a name with a face and be sure to follow through with impeccable customer service. There is nothing like networking with likeminded people to get your career juices flowing.
- **Event operations** – Understanding it takes a team and a commitment to the motto "many hands make light work", you will not only take care of your own tasks such as vendor move in and move out, but if there are other areas requiring assistance, you won't be afraid to jump in and lend a hand where you can. Events are busy but there is nothing more rewarding than that final move-out session where you look in the rear-view mirror and say, we just accomplished that!

QUALIFICATIONS:

- Post-secondary degree or equivalent experience
- Sport Association experience an asset
- Experience with a not-for-profit organization and volunteer committees an asset

COMPETENCIES:

- Strong interpersonal skills and collaborative teamwork skills
- General business knowledge and analytical thinking
- Strong multi-tasking skills and ability to prioritize.
- Excellent interpersonal, oral and written communication skills

The incumbent must also demonstrate the following personal attributes that reflect the OVA's Organizational Values:

Accountable: by acting in a fiscally responsible and transparent manner with OVA funds, governance and operations promoting practices that contribute to safe sporting environments.

Excellence: by designing and delivering the best possible programs and services for all OVA stakeholders.

Collaborative: by respectfully working in partnership with key stakeholders locally, provincially and nationally including government, funding partners, clubs, national organizations, para organizations, volunteers, athletes, families, coaches, administrators, officials, service providers, sponsors through ongoing feedback and input from stakeholders.

Intentional: by developing programs that are based on clear strategic objectives in order to achieve high quality meaningful and relevant desired outcomes.

Sustainable: by building organizational capacity, partnerships, innovative funding, sharing and economizing of resources to achieve the strategic objectives and sport mandate.



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Integrity & Respect: by interacting with all our stakeholders by fostering trust in all our relationships as consistently demonstrated by our actions and promoting inclusivity for all Ontarians in fair manner.

REQUIREMENT FOR APPLYING:

- Cover letter
- Resume
- Two (2) references

Please forward your cover letter, resume and contact of two references via email, with JOB TITLE in subject heading to:

dbrennand@ontariovolleyball.org

The OVA is an equal opportunity employer. The OVA is committed to providing an environment that is accessible by all and will make all reasonable accommodations for job applicants with disabilities in order to support their full participation in our recruitment process.

Thank-you, for your application but only potential candidates will be contacted for an interview.