



MAINE CELTICS INTERNSHIP OPPORTUNITIES

MISSION STATEMENT

The mission of the Maine Celtics internship program is to educate its participants in all aspects of operating a professional sports organization. Through observation and practical experience, interns learn how to function in a professional environment that requires a high energy level, the ability to perform under pressure and the utilization of essential time management skills. Through developments, the Maine Celtics strive to successfully prepare their interns to compete for positions in the professional sports industry.

REQUIREMENTS

The Maine Celtics are fulfilling internships in the Ticket Sales, Community Engagement, Social & Digital, Business Operations/Merchandise, and Game Operations/Partnership Fulfilment. The Internship is a paid internship and requires a commitment to work our full basketball season including all 24 home games, this goes from October – April.

To qualify for an internship position with the Maine Celtics, all participants **MUST** be enrolled in a degree program, undergraduate (Junior and Senior year only) or graduate. Each candidate **MUST** be eligible to receive course credit toward the degree for the successful completion of such an internship.

All candidates are required to have excellent communications and organizational skills, great computer skills, as well as a serious interest in the field of the internship for which you would like to be considered.

APPLICANTS

Applicants for the Maine Celtics Internship position must be hard working, dedicated, initiative-taking individuals who can function productively in a challenging environment. Interns can work up to 29 hours per week which includes home games, events, and office hours.

To apply for an internship, please forward your resume and cover letter to:

Kayla Madsen- kmadsen@maineceltics.com

Internship Departments Listed Below:

Ticket Sales

Assist and support the Ticket Department with day-to-day activities and game duties. Assist in the planning and execution of group themed events. Assist with Season Ticket Member and ticketing events. Utilize Ticketmaster, Archtics, and Salesforce database to assist with inbound and Box Office sales. Participate in providing great customer service experiences to all guests of the organization.

Community Engagement

Candidate must be interested in working within the community and creating a meaningful impact. Responsibilities include but are not limited to handling incoming inquiries for the department, assisting in fulfilling approved charitable donation requests, assist with department inventory and storage, assisting with all Community Engagement sponsored activations, assisting with Maine Celtics Mascot appearances, and supporting with other events and projects as needed.

Game Operations/Partnership Fulfilment

In this position, you will assist with pre-season preparations, including organizing Game Operations materials and building out key templates, and provide ongoing support throughout the season by maintaining inventory, ensuring smooth game day operations, and assisting with in-arena activations. Additionally, you will offer administrative support to the Corporate Partnerships team, helping to track deliverables, assist with partnership development, and ensure the success of partnership activations.

Social and Digital

The ideal candidate is a creative thinker who is interested in helping take our digital and social media content to the next level. Interest in Social Media Marketing and Content Gathering preferred. Perform various duties including live updates of social media channels, gathering of photos and video at practices, games, and other community events, as well as but not limited to game night duties such as running stats, transcribing quotes, and assisting in setup for game night media areas (scorer's table, credentialing, and media seating). Assist in assembling media information for visiting team media and national media for all home games. Assist remotely in content creation for all away games. Assist with social media posting/tracking as well as archiving of photos/content. Help staff media events such as press conferences and media availability at community events. Knowledge of Adobe editing suite (Photoshop, Premier Pro) is preferred.

Business Operations/Merchandising

Merchandising Intern will help manage the Maine Celtics Team Store and work with all Point-of-Sale equipment accurately and efficiently. To assist in overseeing all merchandise deliveries including unpacking, verifying, and recording into our POS system. Will track and conduct monthly product inventory and assist with maintaining inventory levels. To assist in all merchandise operations for all twenty-four home games including set up and break down of our portable Team Store. To collaborate and help create innovative marketing ideas for selling merchandise. To provide excellent customer service and help maintain cleanliness of the store. In addition, will perform other office duties as assigned by the Manager of Operations.