



## JOB DESCRIPTION

# BALLPARK OPERATIONS INTERN

SUMMER 2023

### BRIEF SYNOPSIS OF JOB:

An entry-level position providing hands-on experience in collegiate summer baseball. Join the Lakeshore Chinooks for the summer to gain a behind-the-scenes experience like no other. You'll learn the ins and outs of a sports organization within the Northwoods League. This is a non-paid, for college credit or work experience position.

The Ballpark Operations Intern will assist the Assistant General Manager in game day duties at the stadium. This intern will be responsible for the cleanliness and general upkeep of the stadium, clubhouse, and team used areas throughout the summer.

### REPORTS TO: Assistant General Manager

### JOB RESPONSIBILITIES:

- Maintain cleanliness of dugouts, clubhouse and all fan areas
- Assist with general stadium and grounds maintenance operations
- Assist with clubhouse duties and laundry player uniforms when needed
- Coordinate parking routes and signage for each home game
- Welcome guests and direct them to their seats, while ensuring a safe experience
- Set up and take down the Kids Zone inflatables for each home game
- Manage Non-Chinook events at Moonlight Graham Field
- Liaison to teams and group leaders on rental dates

### POSITION REQUIREMENTS:

- Attend stadium set up & take down prior to and following the season
- Quality and accuracy of work
- Must be available for all Chinooks home games (which include weeknights, weekends, and some holidays)
- Must be available for any Chinooks related special events
- Completion of assigned tasks on schedule
- Cooperation, responsiveness, dependability, and proper attitude in dealing with others including co-worker and customers
- Conformance to company personnel, safety, quality, and housekeeping policies, procedures, and practices
- Effective written and verbal communication skills
- Must be a current student (undergraduate or graduate)
- Comfortable interacting with all levels within the organization as well as outside contacts
- Strong time management and attention to detail

**TO APPLY:** Send Resume and Cover Letter to our Internship Coordinators  
at [careers@lakeshorechinooks.com](mailto:careers@lakeshorechinooks.com) | Phone: 262-618-4659