



2022 INTERNSHIP OPPORTUNITIES: Event Administration and Operations

OVERVIEW

US Club Soccer would like to extend the following opportunities during the summer of 2022 to those interested in understanding the off-the-field logistics that go into executing a premier soccer event.

These positions are ideal for sport management students at colleges and universities who wish to gain additional experience in the industry and/or must complete internship requirements as part of his or her curriculum.

Interns will gain hands-on experience through aiding in the planning, on-site execution and oversight of 2022 National Cup XXI events and National Premier League events. Additional information about US Club Soccer, Programs & Events can be found on our [website](#).

Internship dates are from early June through early-mid August. Application deadline is **Friday, February 11th, 2022**.

DESCRIPTION

These individual(s) will assist the on-site event manager by providing administrative and operational support.

Responsibilities include, but are not limited to:

- Staging of product
- Assisting with team registration
- Equipment management
- Merchandise sales
- Daily field set-up
- Shipping & receiving
- Hydration management
- Score reporting
- Event breakdown
- Referee liaison
- Coordinating volunteers
- Marketing, communications & social media

OTHER SPECIFICS

- Must be making progress towards a degree in a related field (sport management, business, marketing, etc.).
- Possible apprenticeship opportunities for qualified candidates that will expand roles and require more responsibilities.
- Interns will not be required to relocate; rather, the intern(s) will travel to selected tournament from his or her current location.
- Interns may be required to attend an orientation in Charleston, S.C. or Myrtle Beach, S.C., in May prior to the 2022 National Cup XXI and NPL Events.
- US Club Soccer requires any employee and/or contractor working a National Cup or NPL event to be fully vaccinated for the COVID-19 Virus.



2022 INTERNSHIP OPPORTUNITIES: Event Administration and Operations

COMPENSATION

Compensation is a \$2,000 stipend. In addition, transportation, lodging and meals will be provided for events. All interns are guaranteed 5 events per summer.

EVENTS

Events will start as early as June 1st and run through the first week of August. Candidates will be required to travel each week and need to be available remotely prior to the start of events as well as after events for review meetings and recaps. Events include, but are not limited to, the National Cup event series; South Central, West, Northwest, Midwest, Southeast and Mid-Atlantic Regional and National Cup Finals, NPL Playoffs, NPL Finals and additional US Club Soccer Championships.

Event dates and locations are:

South Central Regional (Tulsa, Oklahoma)	June 10 – 13, 2022
West Regional (Davis, California)	June 11 – 14, 2022
Midwest Regional (Waukegan, Illinois & Libertyville, Illinois)	June 17 – 20, 2022
Southeast Regional (Bermuda Run, North Carolina)	June 18 – 21, 2022
Northwest Regional (Snohomish, Washington)	June 24 – 27, 2022
Boys NPL West Playoffs (Commerce City, CO)	June 25 – 29, 2022
Boys NPL East Playoffs (Bermuda Run, NC)	June 25 – 29, 2022
Mid-Atlantic Regional (Somerset, New Jersey)	June 25 – 28, 2022
NPL Finals (Commerce City, CO)	July 7 – 11, 2022
National Cup XXI Finals (Commerce City, CO)	July 14 – 21, 2022

TO APPLY

To apply, please fill out the application [here](#) by **February 11th, 2022** (link is also provided below):

- <https://usclubsoccer.wufoo.com/forms/q1r5ewvi1ntwrjh/>

Please contact Alexandra Rieben or Justin Peterman with additional questions:

Alexandra Rieben
Sr. Director of Partnerships & Events
US Club Soccer
E-mail: arieben@usclubsoccer.org

Justin Peterman
Event Manager
US Club Soccer
Email: jpeterman@usclubsoccer.org