

PTFC Camps Summer Internship Outline

March 2024 – September 2024



About:

As an intern with PTFC Camps, you will get an inside look at what it's like to work for a professional sports organization and a world class youth camp program. PTFC Camps are committed to growing a love for the game of soccer in our community by providing a challenging, friendly, safe, and fun environment to soccer players of all skill levels. We host camps for a range of players from ages 5 – 18. As a PTFC Camps intern, you will have the opportunity to grow and develop skills in event management, public speaking, marketing, employee management and evaluation, and understanding of team/program management in the professional sport climate. From March – May the internship will be virtual. From June-September the internship will be in person.

Program Opportunities & Requirements:

Marketing camps: Spring and Summer

- Develop and execute a marketing strategy to expand our customer base
- Find and pursue new marketing opportunities
- Create personal relationships with returning customers over the phone to improve retention
- Attend events, youth tournaments, etc. as a PTFC Camps representative
- Represent PTFC Camps at Timbers and Thorns gamedays
- Attend weekly meetings with camp office staff on marketing progress and ideas
- Analyze marketing progress and strategy
- Give end of season presentation on improving camps

Administrating camps: Summer

- Once the summer begins, in addition to their marketing work, interns oversee administrative work at our camp locations
- Represent PTFC camps at our partner locations each week of the summer
- Oversee staff management at camp including tracking coaches' hours, evaluating coaches and youth camp programs

- Oversee camper safety at camp including checking in and out of campers, first aid responder, and tending to camper's needs
- Customer service representative as the first face parents see
- Transport gear to locations and setting up camp
- Ensure that camp runs smoothly, stays on schedule
- Prepare camp bin, binder, and equipment for the following week
- Any additional work assigned by the Camp Manager, Camp Lead, or any department staff

Special events:

- From time-to-time opportunities will arise to assist in running special events. These include but are not limited to: Sponsorship camps, Play Like a Pro, and Stadium Special Events.

Required Qualifications:

- High School Graduate
- Current College Student or Recent Graduate
- Must be at least 18 years old
- Valid United States driver's license & personal vehicle
- Exceptional written and verbal communication skills
- Ability to prioritize, multitask, and pay close attention to details
- Outstanding organizational ability and focus on following through with tasks
- Ability to work effectively independently, with a team, and with customers
- Confident in public speaking
- Comfort with appropriately representing the Timbers and Thorns brands
- Event Management and Marketing experience preferred
- Previous Soccer Experience (Playing, Coaching, Team Management)
- Available from March through September

Additional Highlights:

- Paid position
- PTFC Camp gear
- Access to game tickets
- 25% discount at the team store
- Access to Adidas employee store
- Learn about and assist in other departments within the Portland Timbers and Thorns organization
- Opportunity to work game days
- Guaranteed meeting and introduction with a department of your choice within the organization.

If you have any questions about the PTFC Camps Internship Program, please visit our website PTFCCamps.com or apply today at teamworkonline.com

