



**Job Title:**

Youth Sports Intern

**Reports to:**

Sports Director

**Position Summary:**

Under the direction of the Sports Director, the Youth Sports Intern will assist in planning, organizing, and executing youth sports programs, leagues, and special events. This internship provides hands-on experience in sport administration, coaching, and event coordination. The ideal candidate is a current student or recent graduate pursuing a career in recreation, sport management, or youth development.

**Qualifications:**

- Must be at least 18 years of age.
- Currently pursuing or recently completed a degree in Sport Management, Recreation, Education, or a related field.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Ability to work with patrons and staff and exercise good judgment when interacting with people.
- Basic knowledge of sports such as soccer, basketball, baseball, and flag football preferred.
- Experience working with children in a coaching, mentoring, or teaching capacity is a plus.
- CPR and First Aid certified, or the willingness to obtain certification upon employment.
- Must have a valid driver's license.
- Ability to lift up to 50 lbs.

**Duties and Responsibilities:**

- Assist in the coordination and implementation of youth sports leagues, camps, and clinics.
- Support coaches and staff during practice and game-day activities.
- Ensure a positive and safe environment for all participants, parents, and volunteers.
- Help with scheduling, roster management, and game-day logistics.
- Communicate with parents, coaches and participants regarding schedules, policies, and program updates.
- Assist in setting up and breaking down equipment for practices and games.
- Monitor participant engagement and provide feedback for program improvement.
- Support marketing efforts, including social media updates, flyers, and newsletters.
- Perform other duties as assigned by the Sports Director.

**Hours:**

- Hours will vary up to 40 hours per week. Availability to work evenings and weekends as needed.

**Pay Scale:**

\$10 - \$12 per hour depending on experience and knowledge.

**Please submit your resume to Seth Carey at [scarey@maizerec.com](mailto:scarey@maizerec.com). This position is open until filled.**