The Department of Intercollegiate Athletics, University of Minnesota-Twin Cities, will have an internship program for 2016-17.

Gopher Athletics offers 25 NCAA sponsored Division I sports and participates in the Big Ten and WCHA conferences. We have a creative and collaborative team environment where change is embraced and innovation is encouraged. Internships are 10-12 month opportunities and the stipend will be $15,000 annually / $576.92 bi-weekly.

All interns will be invited to participate in an on-going ICA intern development program. For more information on Gopher Athletics, please refer to www.gophersports.com.

An offer of internship will be subject to the successful completion of a background check.

Application Instructions:

If you are interested in applying for one or more of our internships listed below, submit the application form and the confidential applicant information form, along with separate documents to include a cover letter, current resume and names and contact information of three references to icahr@umn.edu.

Applications will be accepted until the internships are filled.

The Intercollegiate Athletic Department is committed to hiring a diverse staff and actively encourages candidates from diverse backgrounds to apply.

The University of Minnesota shall provide equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.
Internship: Administration / Finance / HR / M Club

Supervisors: Jenny Yehlen, Asst. AD/Chief of Staff, Tom McGinnis, Sr. Associate AD/CFO, Tricia Budke, Director of Human Resources and George Adzick, M Club Director

Required Qualifications:
- Bachelor’s degree
- Experience in business, human resources or sport management

Preferred Qualifications:
- Bachelor’s degree in business, human resources or sport management

Internship Description:
The Assistant AD, Jenny Yehlen, Sr. Associate AD, Tom McGinnis, HR Director, Tricia Budke and M Club Director, George Adzick will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Assistant AD, Jenny Yehlen, will mentor this internship.

The University of Minnesota "M" Club is tasked with upholding and enriching the great tradition of Golden Gopher athletics. The University of Minnesota "M" Club is comprised of individuals who have earned the University's varsity athletics insignia, the "M", for their athletic endeavors or who have been Honorary "M" recipients. The "M" Club provides its members the opportunity to foster and maintain relationships across different sports, generations and geographical locations. In this way, the Club aspires to contribute, through the common bond of sport, to the social and professional enrichment of its members and provide a means for ongoing association with the University. As an integral part of the Minnesota family, the "M" Club endeavors to uphold and enrich the great tradition of Golden Gopher Athletics. Today, there are over 5,000 living "M" winners across the country and around the world.

A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Special event planning and execution for AD/ICA staff/M Club (Hall of Fame, Reunions, Celebrations)
2. M Club annual dues campaign
3. Weekly/monthly financial reporting
4. Assist with HR tasks such as recruiting, interviewing, onboarding and evaluation
5. Suite stewardship at Athletics events
6. Communication/database management for AD/Admin office/HR
7. Daily operations/mgmt. of AD/Admin office
8. Assist with nutrition station management
9. Assist with football bowl game preparation and selected other Big Ten and NCAA championship events
10. Budget developing, planning, monitoring and reconciliation
11. Assist with football/hockey trophy management and transportation
12. Other athletic department special projects and experiences

Review of applications will begin on: April 1, 2016

Anticipated start date: July 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
**Internship: Athletic Communications - Social Media**

**Supervisor:** Michelle Voss, Assistant Director for Communications, Social Media

**Required Qualifications:**
- Bachelor’s degree

**Preferred Qualifications:**
- Bachelor’s degree in Marketing, Communications, or Journalism
- Prior experience working in a collegiate or professional sports team department
- Prior experience working with social or digital media in a professional environment
- Demonstrated writing and editing skills, especially within a limited amount of characters
- Attention to detail while multitasking
- Knowledge or interest in pop culture and/or social media trends
- Knowledge of social media platforms (Facebook, Twitter, YouTube, Instagram, Vine, Snapchat), social media management programs (Sprout Social, Adobe Social, Tweetdeck, Facebook Insights) and layout/design software (Photoshop)

**Internship Description:**

You will be supervised by the Assistant Director for Social Media. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Assistant Director for Social Media will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. All 25 Gopher Sports programs and all aspects of social media management
2. Social media management practices including marketing campaigns, content strategy, and event assistance.
3. Event live-posting, in-game graphics, pre- and post- game content generation (Gopher sports game days)
4. Compiling analytics from Gopher Sports social media channels
5. Content generation for Gopher Sports Facebook, Twitter, Instagram, Snapchat, Vine, Pinterest and YouTube
6. Social media sponsorships, including ideation for giveaways and working with partners for new contest/content ideas
7. Social media management for non-sport events as needed (Hope Day, Pro Day, Unlimited Dance Marathon, Annual Banquet, etc.)
8. Assistance with occasional public relations efforts when necessary (press conferences, Q&A’s, etc.)

**Review of applications will begin on:** March 1, 2016

**Anticipated Start Date:** June 20, 2016

**Stipend:** $15,000 annually ($576.92 bi-weekly)
Internship: Athletic Communications (3 Positions)

Supervisor: Paul Rovnak, Director, Athletic Communications

Required Qualifications:

- Bachelor's degree

Preferred Qualifications:

- Prior experience working in a collegiate or professional sports team department
- Bachelor's degree in communications, journalism, public relations or sports management
- Demonstrated writing and editing skills
- Strong attention to detail and an ability to meet deadlines
- Knowledge of statistical software programs (Statcrew), website content management systems, layout/design software (QuarkXPress, InDesign, PhotoShop) and social media (Facebook, Twitter, YouTube)

Internship Description:

You will be supervised by the Director of Athletic Communications. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Athletic Communications staff, led by the Director of Athletic Communications, will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. All 25 Gopher sports and all aspects of the Athletic Communications Office
2. Public relations initiatives including story placement, social media campaigns and web strategy
3. Media contact for sport programs
4. Press releases, competition previews, game/meet notes, recaps and feature stories
5. Media operations at home events
6. Production of online media guides and printed game programs
7. Recording in-game statistics and compiling season statistics
8. Weekly reports to the Big Ten Conference
9. Content for gophersports.com

Review of applications will begin on: No later than March 18, 2016 and will continue until hires are made.

Anticipated start date: June 15, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Equipment, Football and Bierman Building

Supervisor: Kyle Gergely, Director of Football Equipment / John Blackshear, Equipment Manager / Bradley Andrews, Equipment Manager

Required Qualifications:
- Bachelor's degree

Preferred Qualifications:
- Experience in Olympic sports equipment and procedures
- Experience with football equipment

Internship Description:
You will be supervised by the Director of Football Equipment. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Equipment Staff will mentor this internship. A general description of the internship opportunity is as follows:

We are seeking to hire an equipment room intern with football experience who would assist the football equipment room staff as well as the Bierman equipment room staff throughout the year. This position would report to Kyle Gergely while in the football equipment room and John Blackshear and Bradley Andrews while in the Bierman equipment room. The equipment staff will conduct monthly evaluations directly with the intern. The intent of the evaluations will be to inquire about the experience and seek ways to improve or build upon the duties and guidelines that have been established by the equipment staff.

This would be a split internship between the two rooms providing valuable experiences in the equipment industry. The time split would roughly be 60/40 between football and the Olympic sports. While with football, this internship will have hands-on experiences with fitting equipment, daily preparations for practices and games, travel, interactions with vendors, and student managers. Through these experiences you will learn the daily equipment room routine necessary for players and coaches.

While in the Bierman equipment room, you will gain day-to-day experiences with the men’s and women’s track teams as well as baseball, softball, and wrestling. While with track, you will have hands-on experiences with laundry, daily preparations for practices and meets and set-up of the field house. In addition you will learn the ordering process for all of the sports mentioned above.

You will also have an opportunity to learn, on a limited basis, the day-to-day experiences with both men’s and women's basketball and volleyball.

Time split between rooms:
June-December (or post bowl) will be with the football equipment room
January-May will be with the Bierman equipment room with limited football time during spring ball

Review of applications will begin on: April 1, 2016

Anticipated start date: June 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Event Management

**Supervisor:** John D. Tweedy, Director of Event Management

**Required Qualifications:**
- Bachelor's degree

**Preferred Qualifications:**
- Experience in athletics setting

**Internship Description:**
The Director of Event Management will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Director and Assistant Directors of Event Management will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. University of Minnesota athletic events as well as other major events hosted in athletic venues with an emphasis on crowd management, game operations, participant movements, rule and policy creation, staffing, payroll, timelines, and coordination with various athletic department units.

2. The planning, implementation and execution of special events (trade shows, meetings, banquets, etc.)

3. The budget process and management; staff training materials; sport-specific manuals and operations guides.

4. Relationships with various campus entities involved in the successful presentation of an event. These include but are not limited to parking, police, facilities, land care, alumni association, and president’s office.

**Review of applications will begin on:** March 14, 2016

**Anticipated start date:** July 18, 2016

**Stipend:** $15,000 annually/$576.92 bi-weekly
Internship: Facilities - Bierman/Gibson-Nagurski

Supervisor: Sam Nolden, Assistant Director of Operations, Bierman/Gibson-Nagurski

Required Qualifications:
- Bachelor’s degree

Preferred Qualifications:
- Bachelor’s degree in Sports Management or related field
- Experience in an athletic facility (undergraduate work okay)
- Willingness to learn all areas of athletic facilities management

Internship Description:
The Assistant Director of Operations will supervise you as you learn the operation of an NCAA Division I complex. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Associate Athletic Director of Facilities/Capital Projects will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Facility Operation
   a. Coordinating day-to-day practices, workouts, conditioning activities and off season activities for several Gopher Athletic teams. Learn how to book and communicate the schedule of the complex to various Gopher Athletic teams and external customers
   b. Being the main building contact for maintenance purposes during special events (clinics, recruiting events, camps, etc.). Coordinate with the student/part time staff the preparation, maintenance and facility readiness based on the schedule of athletic complex.
   c. Routine facility inspections of the complex and its facilities, to report damage to the walls, floors, ceilings, etc.
   d. Building maintenance issues such as hot/cold call inquiries and communicating with Facility Management (FM) staff and student staff, or vendors.
   e. Project-related support, building shut downs, building access, and room preparation related to major facility improvements and projects.
   f. Office duties/projects as assigned.

2. Budget
   a. Learn the steps in preparation of the operating, capital improvement and long range capital budgets.
   b. Researching and procuring estimates for facility projects, equipment and other furnishings.
   c. Compiling and analyzing facility budget reports in an effort for process improvement, cost controls and cost benefit analysis efforts.
   d. Budgeting for the next fiscal year.

3. Capital Planning
   a. Supporting the Design Committee for Athletes Village as required
   b. Learning the process for constructing a new facility through the analysis of all construction documents from Pre-Design through Construction Design.

Review of applications will begin on: March 14, 2016

Anticipated start date: June 18, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
**Internship:** Facilities - Mariucci and Ridder Arenas

**Supervisor:** Craig Flor, Manager, Mariucci and Ridder Arenas

**Required Qualifications:**
- Bachelor’s degree

**Preferred Qualifications:**
- Bachelor’s degree in Sport Management or related field

**Internship Description:**
The Mariucci and Ridder Arena Manager will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Mariucci and Ridder Arena Manager will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. All aspects of event management and facility preparation.
   a. Attend planning meetings
   b. Game day customer service
   c. Game day set up/clean up/event change overs

2. Leadership and Training
   a. Learn process for recruiting, interviewing, and evaluating part-time staff
   b. Scheduling of student staff, office hours, special projects
   c. Observe task assignment and checklists for building operation and integrity
   d. Study workplace relationships with student staff
   e. Study manuals, playbooks, and standard operating procedures

3. Assist with all facility user groups: Intercollegiate Athletics, the School of Kinesiology classes, Recreational Sports programs, Minnesota State High School League, U of M Colleges and programs, as well as other approved groups and activities.

4. Exposure to sports facilities operations and systems via
   a. Routine walk-throughs
   b. Assisting with vendors
   c. Identifying Facility improvements/repairs/maintenance/ assist with project-related support
   d. Learn how systems operate i.e., building access, and room HVAC, PA, AV, and scoreboards, building shut downs
   e. Update standard operation procedures and reoccurring event notes

5. Administrative
   a. Budgeting
      1. Cost estimates and cost comparisons, researching equipment purchases
   b. Attend administrative and event planning meetings
   c. Exposure to the Facility booking system
   d. Exposure to employee scheduling management system
   e. Learn facility policies/procedures and safety protocols
   f. Attend operations meetings
   g. Document filing, research and other projects

**Review of applications will begin on:** April 4, 2016

**Anticipated start date:** July 11, 2016

**Stipend:** $15,000 annually/$576.92 bi-weekly
**Internship:** Facilities - TCF Bank Stadium and Event Operations

**Audio/Video Coordinator**

**Supervisor:** Erik Dwyer, Technical Services Manager TCF Bank Stadium

**Required Qualifications:**

- Bachelor's degree or A.A.S. degree

**Preferred Qualifications:**

- Bachelor’s degree in Audio Production, Live Sound or related field
- Knowledge and experience with audio-visual technology
- Experience in a customer service environment
- Knowledge of set up and tear down of audio/video equipment (Zoned sound systems, TV and video distribution)
- Excellent oral and written communication skills
- Superb organizational skills, sense of urgency, attention to detail

**Internship Description:**

You will be observed by the Technical Services Manager as well as the Director of Operations of TCF Bank Stadium. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Technical Services Manager and Director of Operations will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1) **Premium Spaces and Events**
   a) Learn the basis of requirements for audio/video for more than 350 events held in the athletic department
   b) Learn basis of conversions for events held within TCF Bank Stadium
   c) Observe and learn variety of events including various athletic competitions as well as weddings, tradeshows, meetings, and on-field events
   d) Facility preparation and service delivery of technical services
   e) Learn the importance and pace of non-athletic event programming in athletic facilities
   f) Fulfill audio visual needs of clients and event coordinators

2) **Leadership and Training**
   a) Learn process for recruiting, interviewing, and evaluating part-time staff
   b) Observe task assignment and checklists for building operation and audio/video systems
   c) Study workplace relationships with student staff
   d) Observe the creation of manuals, playbooks, and standard operating procedures
   e) Assist with delivering training materials to part-time staff

3) **Building Operation**
   a) Learn to analyze facility and event needs and stadium/event walk-throughs
   b) Interface with department staff regarding the planning process for events and games
   c) Practice using daily task lists
   d) Study maintenance patterns for audio/video equipment for events
e) Learn about facility improvements, building systems, and vendor relationships
f) Become certified in fork lift operations and AED/CPR Certification

4) Game Day
   a) Facility preparation and service implementation
   b) Exposure to 360 degree process of Division I seasons within Athletic Facilities and Events
   c) Audio distribution and timing
   d) Wireless and wired on-field telecommunications
   e) Television modulation and troubleshooting
   f) Setup and run audio for press conferences

5) Other Facilities
   a) Williams Arena/Sports Pavilion
   b) Mariucci Arena
   c) Practice facilities

Review of applications will begin on: TBD

Anticipated Start Date: June 1, 2016

Stipend: $1500/month
**Internship: Facilities - TFC Bank Stadium Building Operations**

**Supervisor:** Derek Hillestad, Director of Operations, TCF Bank Stadium/

**Required Qualifications:**
- Bachelor's degree
- Experience in a facilities system

**Preferred Qualifications:**
- Bachelor’s degree in Sport Management, Sport Administration or related field

**Internship Description:**
You will be supervised by the Director of Operations. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Director of Operations and Assistant Director of Operations will mentor this internship. A general description of the internship opportunity is as follows:

1. **Premium Spaces and Events**
   a) Learn basis of conversions for more than 300 annual events held at TCF Bank Stadium
   b) Observe and learn variety of events such as weddings, tradeshows, meetings, and on-field events
   c) Become a certified Trained Crowd Manager

2. **Leadership and Training**
   a) Learn process for recruiting, interviewing, and evaluating part-time staff
   b) Observe task assignment and checklists for building operation and integrity
   c) Study workplace relationships with student staff
   d) Study manuals, playbooks, and standard operating procedures

3. **Building Operation**
   a) Learn to analyze facility needs, facility audits, and stadium walk-throughs
   b) Practice using daily task lists
   c) Observe budgeting process
   d) Study maintenance work order process
   e) Observe Deliveries and loading dock operations
   f) Learn 24/7 security operations
   g) Learn about facility improvements, building systems, and vendor relationships
   h) Gain knowledge of machine operations program
   i) Become certified in fork lift operations and AED/CPR Certification

4. **Game Day**
   a) Facility preparation and service implementation.
   b) Exposure to 360 degree process of Division I football season.
   c) Exposure to NCAA game operations and conversions.

**Review of applications will begin on:** March 1, 2016

**Anticipated start date:** April 1, 2016

**Stipend:** $15,000 annually/$576.92 bi-weekly
Internship: Facilities - Williams Arena / Sports Pavilion

Supervisor: Brady Buresh, Williams Arena and Sports Pavilion Manager

Required Qualifications:
- Bachelor's degree
- Experience in facilities, event conversions, overseeing student/part time workers

Preferred Qualifications:
- Bachelor’s degree in Sports Management or related field

Internship Description:
The Williams Arena and Sports Pavilion Manager will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Williams Arena and Sports Pavilion Manager will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Event Conversions – Williams Arena and the Sports Pavilion is home to six Gopher Sports programs plus our spirit squad programs. Our Operations team sets, cleans and flips our two competition / practice spaces nearly every day.
2. Hiring, scheduling and working with part time staff made up of nearly 25 students. Assist with compiling class schedules and inputting their work schedules into ABI on a weekly basis. Work alongside students to set competition and practice spaces for volleyball, basketball, gymnastics and wrestling. Mentor student staff and ensure they are trained properly and completing assigned tasks on time and to the standards we have set.
3. Accepting deliveries and ensuring our custodial spaces are well kept and stocked for over 80 events per year. Work with manager for special events hosted at Williams Arena and the Sports Pavilion – MSHSL events, robotics and community outreach events.
4. Assist the manager of Williams Arena and the Sports Pavilion with facility improvement projects, working with vendors to ensure the projects are completed appropriately, on time and on budget.

Review of applications will begin on: April 1, 2016
Anticipated start date: June 1, 2016
Stipend: $15,000 annually/$576.92 bi-weekly
**Internship:** Golden Gopher Annual Fund - Annual Giving Program

**Supervisor:** Randy Handel, Associate AD / Director of Golden Gopher Annual Fund

**Required Qualifications:**
- Bachelor's degree
- Experience in Sport Management or related field

**Preferred Qualifications:**
- Bachelor’s degree in Sport Management, Business Administration or related field

**Internship Description:**
The Director of Annual Fund will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Director of Annual Fund and Associate Director of the Annual Fund will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. **Strategic Development and Execution of GGF Annual Fund:**
   - a. Being a member of a team that works on the strategic development and execution of the annual fund program including scholarship seat - related giving, donor benefits, donor parking, stewardship and events
   - b. Gain knowledge of annual giving program including giving deadlines, benefit levels, preferred & premium seating and scholarship needs
   - c. Communications – helping with the design and execution of the Annual Fund and all its supporting materials.
   - d. Utilizing social media in support of GGF annual gifts and GGF awareness, which includes the website, twitter, facebook and Instagram.

2. **Customer Service:**
   - a. Contact (web, phone, and email, in person) with donors and prospective donors, often the initial contact the donor will have with the University and Athletics.
   - b. Donor questions, concerns and requests, often regarding season tickets, parking for games, and other logistics in attending Gopher competitions.
   - c. Helping in co- hosting various functions where donors and donor prospects are engaged, i.e. Basketball, hockey and football games, lofts and suites.
   - d. Supporting donor inquiries in relation to tickets and issuing of tickets. This will also include coordination with the ticket office in issuing tickets for donors.

3. **Administration:**
   - a. Gain knowledge to effectively operate data bases: donor management system and athletics ticketing system (Audience View).
   - b. Support in the coordination and execution of the process used in both gift transmittal and acknowledging gifts to Athletics.

**Review of applications will begin on:** April 1, 2016

**Anticipated start date:** June 15, 2016

**Stipend:** $15,000 annually/$576.92 bi-weekly
Internship: Golden Gopher Fund / Athletic Development - Major Gifts

Supervisor: Randy Handel, Associate AD / Director of Golden Gopher Annual Fund
           Deb Noll, Assistant Athletics Director of Development

Required Qualifications:
- Bachelor’s degree
- Experience in communications, marketing, customer service, development or fundraising

Preferred Qualifications:
- Bachelor’s degree in Communications, Public Relations, Journalism, Sport Management, Business Administration, Marketing

Internship Description:
The Director and the Assistant Director of the Golden Gopher Fund will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis with weekly status meetings. You are expected to ask for assistance when needed. Major Gift officers will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Identification, qualification, cultivation, solicitation and stewardship of major donors with the Major Gift Officers in GGF. This will include involvement, supporting the coordination of and in some cases, being a part of a team organizing donor events, donor group meetings, 1-1 meetings and phone/email conversations. This will also include processing major donor gifts through both the University of Minnesota Foundation and the Ticket Office systems.

2. Supporting the coordination of major donor qualification, cultivation and stewardship activities, as it relates to Football and Men’s Basketball Suite/Loft hosting. This will include helping with the coordination of the process: invites, suite activities, guest lists, gifts, and follow up.

3. Working with the Major Gift Officers and Association Director with Major Gift Donor experiences; specifically, their attendance and involvement in various Gopher games and events – including learning operational functions with the Gopher “Fan Experience” Department regarding tickets, parking, and pre-game events. This will also include various Major Donor travel experiences and coordination with the Director of Stewardship operations.

4. Interaction with Donors on a day to day basis and serving as an initial point of contact for them (in person, on the phone, email) with Intercollegiate Athletics and being cognizant of their needs with the Department and in some instances, the larger University. This includes working with the Director of the Annual Fund and the Ticket Office/Fan Relations to assist with the scholarship seating gift renewals and premium seating tickets needs.

Review of applications will begin on: April 1, 2016

Anticipated start date: June 15, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Gopher Digital Productions - Live Broadcast

Supervisor: Justin Lange, Live Production Coordinator

Required Qualifications:
- Bachelor’s degree
- Experience in live video production

Preferred Qualifications:
- Bachelor’s degree in broadcast, video production or communications
- Experience with Daktronics’ software

Internship Description:
The Live Production Coordinator will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Live Production Coordinator will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:
1. Live video broadcasts across multiple mediums, including in-venue LED displays and web streaming on BTN.com
2. Operation of control room positions, including: camera, replay, technical director, director, graphics, and Daktronics’ related software
3. Creating and updating videos and motion graphics with Adobe Creative Suite and other industry related software
4. Exposure to and training on professional, industry-standard broadcast equipment including; Ross Switcher, Chyron, Click Effects Crossfire, Daktronics’ Show Control and a wide array of cameras

Review of applications will begin on: April 1, 2016

Anticipated start date: June 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Gopher Digital Productions - Motion Graphics

Supervisor: Daniel Claxton, Creative Director

Required Qualifications:

➢ Bachelor's degree
➢ Experience with graphic design

Preferred Qualifications:

➢ Bachelor's degree in graphic design, motion graphics or video production
➢ Experience with Adobe Creative Suite, Cinema 4D or other related software

Internship Description:

The Creative Director will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Creative Director will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Designing and creating motion graphics across all sports for use online and in-venue. This may include, but is not limited to:
   a. Player head shots
   b. Team intro videos
   c. Sponsor elements
   d. Stat layouts

2. Use of best techniques to utilize uniquely shaped displays across different mediums

3. Developing projects in Adobe Creative Suite while utilizing necessary software and plug-ins to maximize finished project

4. Understanding how to setup a video shoot in order to fit the desired outcome

Review of applications will begin on: May 1, 2016

Anticipated start date: June 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Gopher Digital Productions - Video Production

Supervisor: Ryan Maus, New Media Manager

Required Qualifications:

- Bachelor's degree
- Experience in video production (shooting, editing, storytelling)

Preferred Qualifications:

- Bachelor’s degree in broadcasting, journalism, or communications
- Hands-on experience in video production—shooting, editing, storytelling for the Web, preferably in a sports environment
- In-depth knowledge of video editing/production software
- Graphic design and/or motion graphics software familiarity also a plus

Internship Description:

The New Media Manager will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The New Media Manager will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Assist in the conceptualization, shooting, editing, production and distribution of video and graphics projects for Gopher Athletics

2. Collaborate with other units within department, including athletic communications, marketing/promotions and development, in the production of content that meets department goals & objectives

3. Utilize creative spirit to engage Gopher fans online and in-arena via video and motion graphics projects

4. Receive experience in a state-of-the-art video control room, displaying content to fans at over 100 Gopher home sporting events

Review of applications will begin on: April 1, 2016

Anticipated start date: June or July 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Marketing

Supervisor: TBD, Assistant Athletics Director for Marketing

Required Qualifications:

- Bachelor's degree in Business, Marketing, Communications, Sport Management, or other related field

Preferred Qualifications:

- Experience in Collegiate sports marketing, professional sports marketing, event marketing or Promotions

Internship Description:

The Assistant Athletic Director of Marketing will supervise the Marketing internship. This position will have an initial period of observation, followed by supervision as needed throughout the duration of the internship with reviews happening on a regular basis. The Gopher Sports Marketing staff will mentor this internship. The Marketing intern must be well-organized, have strong communication skills, and take the initiative to lead projects. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Marketing efforts for the University of Minnesota’s 25 Intercollegiate Athletics programs.
2. Develop and implement strategic marketing and promotional plans to increase attendance, revenue, support, awareness and exposure for Gopher Sports.
3. Creating scripts and innovating the game-day entertainment strategies to enhance the fan experience, student-athlete experience, and engage the Gopher Sports fan bases.
4. Maintaining select sport budgets for promotions and advertising.
5. Assisting with events such as football fan fests, student tailgate lot, watch parties, and Kid’s Club events.
6. Developing student marketing efforts, assisting in the coordination of the student intern program, collaborating with affiliated groups such as booster clubs, spirit squads, pep band, Goldy, alumni, campus organizations, university departments, and community groups.

Review of applications will begin on: April 1, 2016

Anticipated start date: No later than July 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Sales & Service - Operations

Supervisor: Zach Duket, Assistant Director of Sales & Service

Required Qualifications:

- Bachelor's degree
- Experience in sales and/or customer service

Preferred Qualifications:

- Bachelor's degree in Sport Management and/or Business

Internship Description:

You will be supervised by the Assistant Director of Sales & Service. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Director and Assistant Director's of Sales & Service will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Game Day/Event Preparation– which includes fulfilling staffing assignments and organizing player pass lists
2. Box office operations on game day
3. Communicating with fans and season ticket holders via email, over the phone and in person
4. Processing of ticket orders for all sports
5. Event reconciliation– which includes auditing, reporting and daily balancing from window sales
6. Configuring ticket specials with the marketing department
7. Allocating season parking passes for football, men's basketball and men's hockey
8. Supervising Fan Relations representatives

Review of applications will begin on: March 21, 2016

Anticipated Start Date: June 13, 2016

Stipend: $15,000 annually ($576.92 bi-weekly)
Internship: Strength and Conditioning

Supervisor: Sara Wiley, Interim Director of Strength and Conditioning

Required Qualifications:
- Bachelor's degree
- Experience in strength and conditioning
- NSCA or CSCCA certification (required by NCAA)

Preferred Qualifications:
- Bachelor's degree in Kinesiology, Exercise Physiology or related field

Internship Description:

The goal of the internships in Strength and Conditioning are to promote the development of young coaches, contribute to the progression of the human performance field, and provide the highest level of service to the U of M student-athletes. Interns will have the opportunity to assist coaches in respective facilities with implementing cutting edge technology and methodologies giving the intern an extraordinary learning opportunity. A one year appointment allows the intern to assist with an entire training year and provides the unique opportunity of getting to develop coaching relationships with teams and athletes over an entire competitive season. This is a valuable perspective for anyone wanting to enter the field, as the intern will learn the importance of consolidation and management of stressors within the athletes training and living environment and techniques and strategies to do so. The interns allow the strength staff to provide a higher quality of service across teams as they have additional hands-on assistance during training sessions. The supervising strength and conditioning coach at each respective facility will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. Sara Wiley (Interim Director of Strength/Conditioning), Cal Dietz (Associate Director of Strength/Conditioning), and Ralph Petrella (Assistant Director of Strength/Conditioning), will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Assist in monitoring and implementation of strength and conditioning programs for various sports. This includes setup for warmups and workouts, technique instruction
2. Assist with post-workout recovery methods and post-workout nutrition.
3. Assist with athlete evaluations and screenings and performance testing.
4. Assist with data collection, data entry and evaluation for athlete monitoring systems and athlete recovery questionnaires.
5. Assist with delivering strength and conditioning curriculum to volunteer student interns which includes demonstration of exercise technique, explanation of programming setup and terminology, assisting with research for lecture topics, and assist with weekly practical coaching sessions.
6. Assist with daily facility cleaning and maintenance. Assisting with stocking post workout nutrition coolers and fueling stations at various facilities.

Review of applications will begin on: No later than February 15, 2016 and will continue until the position is filled.

Anticipated Start Date: May 2, 2016

Stipend: $15,000 annually ($576.92 bi-weekly)
Internship: Student Athlete Development / Careers

Supervisor: Peyton N. Owens, Ill, Assistant AD, Student-Athlete Development

Required Qualifications:

- Bachelor's degree

Preferred Qualifications:

- Bachelor’s degree in: Kinesiology, Sports Management, or related field
- Experience in: Intercollegiate athletics working with student athletes

Internship Description:

You will be supervised by the Assistant Athletics Director, Student-Athlete Development. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Assistant Athletics Director will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Utilizing campus and community resources to improve students’ professional knowledge to foster career exploration and self-reliance.

2. Addressing the needs of a diverse student-athlete population and promote personal and professional growth through interactive programming, educational sessions, and leadership development. Events include: resume critiques, mock interviews, Young Professionals Etiquette Dinner, and professional networking events.

3. Collaborating with internal and external constituents, coaches and administrators, and on-campus offices to create a positive and supportive environment for empowerment and overall enrichment of the student-athlete experience.

4. Coordinate New Media content to include but not limited to GopherSports.com, blogging, Twitter, and content for Facebook, etc.

Review of applications will begin on: April 6, 2016

Anticipated start date: June 2016

Stipend: $15,000 annually/$576.92 bi-weekly
Internship: Women’s Basketball Administrative

Supervisor: Marlene Stollings, Head Women’s Basketball Coach

Required Qualifications:

- Bachelor’s degree
- Experience with computers, SportsCode, FastScout, FastDraw, and Synergy

Preferred Qualifications:

- Bachelor’s degree in Sport Management, Coaching or Kinesiology

Internship Description:

The Head Women’s Basketball Coach will supervise you. You will have an initial period of observation, followed by supervision as needed. Review will happen on a daily basis. You are expected to ask for assistance when needed. The Head Coach and Coaching Staff will mentor this internship. A general description of the internship opportunity is as follows:

Receive “hands on” learning experiences with:

1. Video Coordination
   a. Film breakdown
   b. Game Preparation
2. Basketball Operations
3. Recruiting
   a. Research
   b. Google Alerts
   c. Graphic work associated with mailings
4. Community Service & Outreach
5. Marketing
6. Big 10, NCAA, and University of Minnesota rules and policies

Review of applications will begin on: May 1, 2016

Anticipated start date: July 1, 2016

Stipend: $15,000 annually/$576.92 bi-weekly