

Community Relations & Events

Department Description:

The Wheeling Nailers Multimedia/Public Relations Department creates and distributes all content to the general public and the media. That includes all game broadcasts, highlights, press releases, features, and social media. This department also schedules and attends events in the community, such as player/mascot appearances and fairs/festivals.

Internship Description:

The Community Relations and Events intern will assist the Wheeling Nailers organization with various community outreach initiatives with the goal of helping to develop relationships within the community. The ideal candidate would possess the following:

- Ability to attend community and other events (nontraditional hours, nights, weekends, or holidays may be required)
- Ability to work scheduled office hours
- Passion for working in sports/community involvement
- Team-oriented

Below is a breakdown of some of the possible tasks for each semester.

Fall/Spring Internship

- Coordinate the team community calendar by booking and detailing events
- Assist in planning in season events (corporate appreciation event, major game day events)
- Assist with team and mascot appearances for charities, sponsors, schools, hospitals, and other organizations
- Assist with the processing and responding to local charity requests
- Perform all other duties and responsibilities as assigned

Summer Internship

- Coordinate the summer community calendar by booking and detailing events
- Assist in planning summer events (appearances at fairs/festivals, season ticket member event, and other events leading up to start of season)
- Assist with mascot appearances for charities, sponsors, schools, hospitals, and other organizations
- Assist with the processing and responding to local charity requests
- Perform all other duties and responsibilities as assigned