



**Community Relations & Office Internship – Niagara IceDogs Hockey Club
(St. Catharines, ON)**

Availability: Full-time - Fall 2022 Semester; Winter 2023 Semester

The community relations and office intern will observe and assist with all office and community relations departments for the upcoming 2022-23 Ontario Hockey League season. The internship is unpaid and can be used for school credit, with no relocation expenses or housing allowance.

Enrollment in a sport management program will be considered an asset, but not required

Primary Responsibilities:

- Intern(s) will gain experience in all facets of an organization in the sport and entertainment industry.
- Intern(s) will assist in the Niagara IceDogs Hockey Club Donation program.
- Intern(s) will assist in all community relations initiatives including, but not limited to: community practices and skates, elementary school assemblies, community appearances, and mascot appearances.
- Intern(s) will assist in game day operations, including but not limited to: national anthems, pre-game programs, intermission mini-games, and puck tosses.
- Interns(s) will assist in various day to day office operations including, but not limited to: data entry, clerical work, tickets sales, and reception.
- Interns(s) may interact with executives and players of the Niagara IceDogs Hockey Club, visiting team personnel, and media and broadcasting professionals. The candidates will be expected to act in a professional manner at all times.

Hours of work:

- In office: four weekdays/week (9:00am-3:00pm, and additional hours on game days and community initiatives as required)
- Internship start and end dates: September 1st to end TBD

If interested in this position, please email resume and cover letter no later than 11:59pm on Thursday July 7th. Successful candidates will receive an e-mail for an interview request.

Raiven de Souza
Manager, Office and Gameday Operations
Niagara IceDogs Hockey Club
r.desouza@niagaraicedogs.net
(905) 687-3641, ext. 223

The Niagara IceDogs are an equal rights employer that is committed to accessibility and meeting the needs of all individuals. Please make us aware of any need for accommodation.

