



## Job Description: **SOCCER-OPERATIONS INTERN**

This paid, full-time summer internship plays an important role in the behind-the-scenes operations and the social-media initiatives of the Des Moines Menace, Iowa's premier soccer team. Duties include:

- Traveling with the Menace's Premier Development League team and assisting in travel logistics and game-day preparations.
- Working with coaches and staff in creating and communicating travel itineraries.
- Assisting in equipment maintenance including cleaning uniforms and setting up locker rooms.
- Running social-media communications, including in-game updates during all home and away action.
- Compiling and posting stats for home games.
- Copying and distributing game film in a timely manner.
- Designing game-day information for fans.
- Coordinating youth soccer camps, including the staff scheduling and communications to participants.
- Leading game-day stadium set-up.
- As available, assisting with the Menace's youth tournaments in late April and early May.
- Other projects and duties, as directed by Menace Director of Operations.
- In addition to these role-specific responsibilities, you will play an active role in the marketing and promotions that drive the Menace and its youth programs.

### **Qualifications**

- High levels of responsibility, organization and initiative.
- A passion for sports and knowledge of the game of soccer.
- The ability to problem solve and to think on the fly in a fast-paced (sometimes chaotic) environment.
- Experience with social media, comfortable providing in-game tweets (from your own smart phone).
- Menace games (home and away).
- Willingness to work nights and weekends, including traveling with the Menace PDL team.
- Self-motivated with a positive attitude and dedication to the organization's goals, mission, and values.
- Growth-focused and interested in continuous learning and improvement, with an openness to feedback.
- Proven team player who is willing to take on responsibilities and do what it takes to get the job done.

As part of the same corporate family as Kum & Go convenience stores, all Menace associates are expected to uphold the company's values: Passion, Integrity, Teamwork, Caring and Excellence. All of the company's employees are subject to random drug tests. This internship starts full-time May 1 and concludes in early August. There are opportunities to work part-time in April.

### **To Apply**

Please email your resume to [Adam.Small@MenaceSoccer.com](mailto:Adam.Small@MenaceSoccer.com) and follow up with a phone call: (515) 457 6365. Instead of a cover letter, please email me three reasons you're interested in being part of the Menace. Deadline is March 1.