St. Joseph’s College (Brooklyn) Athletic Department
Sports Information Internship Program

St. Joseph’s College, Brooklyn, an NCAA Division III member in Brooklyn, NY competing in the Association of Division III Independents (AD3I) and United States Collegiate Athletic Association (USCAA) is accepting applications for internship positions in sports information.

**Working Title:** Sports Information Intern

**Reports To:** Sports Information Director

**Primary Function:** The intern will assist the director and in publicizing St. Joseph’s 13 varsity sports and four club teams through publications, web sites, media relations, and record keeping. The position will provide practical experience in the sports information field to enable the individual to pursue a full-time career in the profession upon completion of the internship.

Interns will be exposed to the following areas:

- In-game statistics (basketball, volleyball, baseball/softball, swimming)
- Journalism (press releases, game recaps, feature stories)
- Web and social media (updating and maintaining athletics website and Facebook/Twitter accounts)
- Publications design (game programs, posters & flyers, handbooks, media guides/record books)
- Video production and editing (live webcasts, highlight videos, game film)
- Sports photography and editing for use in print and web
- Public Address announcing for home contests

**Background Requirements:**

The successful candidate should possess the appropriate combination of the following skills and experience:

1. a bachelor/graduate degree or working towards a degree in sports management, English, journalism, communications or a related field;
2. a strong work ethic and eagerness to work in the sports industry – will be frequently required to work nights, weekends, and extended hours;
3. strong communication, organizational, and interpersonal skills to interact effectively with coaches and student-athletes;
4. proficient computer skills (HTML, PhotoShop, InDesign, and Stat Crew, and video editing experience as plus)

Interns will be provided hands-on training as needed.

Interested Candidates should submit the following required materials to: (1) a cover letter indicating interest in the position; (2) complete resume; (3) a list of three professional references to:

Anthony Macapugay
Sports Information Director
Athletic Department - St. Joseph’s College, Brooklyn
245 Clinton Ave, Brooklyn, NY 11205
Office: (718) 940-5834 Email: amacapugay@sjcbears.com