



Toronto Ultimate Club Internship Posting

Position Type: Events Manager – Intern – Part Time

Start Date: May 3, 2010

The Toronto Ultimate Club (TUC) is a dynamic not-for-profit organization dedicated to serving the needs of Ultimate players in Toronto. We organize leagues for the spring, summer, fall & winter seasons, run skills and strategy clinics, run and sponsor tournaments, and provide support to local touring teams. We are seeking an individual who can professionally represent TUC and fulfill the following roles and responsibilities:

Reporting to the General Manager, your primary mandate will be to organize and execute TUC tournaments and events. You will be responsible for developing our Event Operations Manual as well as establishing a new level of professionalism for our Club events. In addition you will assist the TUC staff in the areas of marketing, communications, and customer service.

Key Projects:

- Supporting TDSB and YRDSB High School Ultimate Championships
- Spirit Hat Tournament & Summer Kickoff Party
- Summer Experience, Mid-Season Classic, and August Hat tournaments
- September Summer End Playoff Tournaments & TUC All-Star Game

Qualifications:

- Working towards or recently reached a Post-secondary degree in sports related field
- Ability to multi-task and execute events in a professional manner
- Must have a good understanding of working with youth in sport
- Excellent communication skills, both verbal and written
- Must provide own transportation and preferably own personal computer

Time Frame: Beginning no later than May 3, through to September 12, 2010. Required 3-4 days a week at our office (approx 30 hrs), plus full attendance required at all events, through to September. Resume deadline is April 2. Interviews will be conducted in early April.

Salary: Student honorarium of \$1000 per month for 4 months, plus incentive bonuses.

Contact:

General Manager
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For more information visit our web site at www.tuc.org