



Oregon School Activities Association

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Wilsonville, OR 97070

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High School Athletic and Activities Internship

The Oregon School Activities Association (OSAA) is searching for interns for the summer of 2018. These paid internships will require 8-10 hours per week; hours and start date are flexible dependent on student's schedule. Summer interns will have a number of responsibilities and learning objectives but the focus in 2018 will be in social media, graphic design and marketing.

About the OSAA:

The OSAA is a non-profit organization that governs high school athletics and activities around the state. The OSAA has 19 sanctioned activities and conducts 116 state championships throughout the year. The mission of the OSAA is to serve member schools by providing leadership and state coordination for interscholastic activities.

Learning Objectives:

Interns will have the opportunity to observe and participate in:

- Sports Marketing
- Social Media Planning
- Development (OSAA Foundation)
- Communications
- Athletic Administration
- Public Relations
- Website Maintenance
- Sports Information

Minimum Education and Qualifications:

- Incoming high school junior or senior; current or incoming college student status required
- Participant in extra-curricular activities preferred
- Ability to think outside the box and be creative
- Proficient in Microsoft Office Applications - Experience in Adobe Photoshop preferred
- Excellent organizational skills & high attention to detail
- Ability to multitask and prioritize effectively
- Ability to self start without oversight
- Must be able to communicate effectively and work well in a team environment

Interns must have the ability to access the OSAA office in Wilsonville on a frequent basis. Valid drivers license required.

Please submit a cover letter and resume to Kyle Stanfield, OSAA Assistant Executive Director: kyles@osaa.org by May 11, 2018. Please include a list of references within your resume.