**Capstone Internship***Location: Remote*

*Application Deadline: August 18th, 2023*

**Dates:** September 5th, 2023 - December 15th, 2023

**How to Apply:** Email your resume and a brief note expressing why this position interests you to [info@tacklewhatsnext.com](mailto:info@tacklewhatsnext.com).

Tackle What's Next is the premier community for athletes transitioning from sport to what’s next. We serve athletes of all ages, sports, and circumstance to empower them for success in life after sports.

**Position Summary:**

The Tackle What’s Next team is looking for an events and marketing intern to join our team. This candidate will be eager to support our mission with tasks ranging from social media account maintenance and updates, virtual and live event planning logistics, business development and partnership support, website updates, database entry, research, and other support as needed. The position is **remote**, and a full time 40 hours per week position offered for course credit.

**Responsibilities:**

* Research for potential partnerships, programming, resources for TWN team.
* Support and implement logistics for existing partnerships, programming, resources.
* Help with updating content, event landing pages and registration automations on website.
* Support the updates and creation of content calendar for social posting.
* Post and engage consistently on all TWN social media channels.
* Support content series planning and execution including podcasts and Instagram live series.
* Help with creating and implementing event timelines and promo calendars for all events.
* Support all technical needs behind the scenes before, during and after events.
* Help to coordinate with speakers, sponsors, and other participants for events to ensure they are prepared (panel prep calls, tech checks for virtual events).
* Assist Founder & CEO of TWN with administrative duties, speaking opportunities and more.
* Identify and research thought leaders across numerous industries.

**Qualifications:**

* Interest in sports business, media, philanthropy, and a passion for learning.
* Writing and communication skills on both email and phone.
* Organized, reliable and detail oriented.
* Ability to accomplish tasks without much direction.
* Experience with social media management not required, but preferred.
* Experience with event planning not required, but preferred.
* Pride in resourcefulness to find and create solutions.

**Student Learning Outcomes:**

*This internship is an unpaid, for credit position. It includes the following benefits:*

* Access to high-caliber professional networks in sports business and other industries.
* Ability to attend high profile and exciting events.
* Communicate/work with TWN clients, members, partners, expanding their network.
* Complete a write-up at the end of the internship incorporating what they have learned and what they would pass on to an intern taking their place.
* Opportunity to implement and manage social media campaigns, events and marketing campaigns in person and on various platforms.
* Gain valuable experience and insight into the athlete career transition space.