

# UMBC

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# EVENT CENTER

## Event Center Internship

**Marketing**

**Corporate Sales**

**Social Media**

### UMBC Event Center | Oak View Group Facilities

Oak View Group Facilities is the operator of the brand new UMBC Event Center and marketing commercial rights holder of UMBC Athletics. OVG is a full-service venue management company that specializes in event programming, sponsorships, and all aspects of live events.

This is an exciting opportunity for UMBC students interested in Marketing, Corporate Sales, Social Media, Sports Marketing, or general interest in learning more about the venue management business and working in live events and university athletics.

We are seeking two **(2) Interns** to start this January and report to the Marketing Manager.

#### Summary:

- 15-20 hours/week
- Weekend availability
- Be present at Retriever basketball games and live events/concerts
- Work in the Event Center office to facilitate various tasks

#### Responsibilities:

- Facilitate on court activities at basketball games
- Assist with social media posting during games, concerts, and regular posting during the week
- Help come up with creative new ways to involve student groups and campus community
- Attend weekly meetings when available

#### Qualifications:

- Receive college credit
- Proficiency with Microsoft Office Suite, PowerPoint, Excel, Outlook and Word
- Works well with a team as well as independently

- Knowledge of and interest in social media, marketing, sales, sports marketing, etc.

Preferred:

- Experience with Photoshop/InDesign
- Can commit to consistent office schedule (5-10 hours minimum/week)
- Can engage with event-goers easily
- Social Media management experience
- Can exhibit campus/community involvement and passion for being a Retriever!

*Candidates must be currently enrolled and be able to receive college credit.*

Although this is an unpaid internship, Oak View Group Facilities and the UMBC Event Center offer flexible schedules, event tickets, meals and entertainment experiences in addition to professional recommendations and introductions to a vast network of professionals in the intern's chosen field. Many of our interns are now leaders in the sports and entertainment field so this is a great way to jump start your career as well as a fun place to work and gain valuable experience!

**Interested candidates please send your resume to Marie Oliverio at [maoliv1@umbc.edu](mailto:maoliv1@umbc.edu)**

