

SCHAUMBURG BOOMERS

BOX OFFICE INTERNSHIP

SUMMER 2023



POSTED: 12/8/22

EXPIRES: 3/31/23

FULL-TIME

THIS IS A SEASONAL POSITION (MID MAY-END AUGUST)

COMPENSATION: MONTHLY STIPEND

THE SCHAUMBURG BOOMERS ARE SEEKING ENTHUSIASTIC, SELF-MOTIVATED STUDENTS TO BE A PART OF THE 2023 SEASON. AS AN INTERN, YOU WILL OBTAIN FIRST-HAND EXPERIENCE IN THE ENTIRE OPERATION OF A SUCCESSFUL PROFESSIONAL BASEBALL FRANCHISE.

A BOX OFFICE INTERN WOULD PRIMARILY BE FOCUSED ON MAKING SURE OUR FANS HAVE A WONDERFUL EXPERIENCE BY ASSISTING WITH THE DAY TO DAY FUNCTIONS OF THE TICKET OFFICE, WORKING WITH THE BOX OFFICE MANAGER TO PROMOTE GAME DAY EVENTS TO INCREASE TICKET SALES, GENERATE LEADS, COORDINATE GROUP EVENTS, SERVICE CLIENTS, AND PROCESS GROUP EVENT ORDERS. IN ADDITION TO TICKET RELATED DUTIES, THE BOX OFFICE INTERN WILL ALSO ASSIST WITH GROUP AND HOSPITALITY SET-UP, EXECUTION & CLEAN-UP.

EVERY DAY IS DIFFERENT WITH THE BOOMERS, BUT A TYPICAL DAY MIGHT INCLUDE:

- PROACTIVELY SELLING TICKET PACKAGES AND GROUPS
- ATTENDING VARIOUS COMMUNITY EVENTS
- ASSIST IN DAY TO DAY OPERATIONS OF TICKET OFFICE
- ASSIST IN SUPERVISING TICKET TAKER OPERATIONS ON GAME NIGHTS
- ASSISTING WITH PRODUCTION OF MONTHLY NEWSLETTERS
- WORK CLOSELY WITH BOX OFFICE MANAGER TO EXECUTE GROUP TICKET ORDERS
- ASSIST WITH EVENT SETUP, COORDINATION, EXECUTION, AND CLEAN UP
- PROCESS TICKET ORDERS, OPERATE TICKET WINDOW
- ASSISTING WITH OPERATIONS ON THE HOSPITALITY DECK: SET UP, GROUP EVENT EXECUTION, CLEAN UP, ETC
- ASSISTING WITH OFFSITE EVENTS IN THE LOCAL COMMUNITY; SOME ARE MASCOT APPEARANCES
- HELP WITH THE DAY TO DAY FUNCTION OF THE ORGANIZATION. YOU MIGHT BE ASKED TO DO ANY NUMBER OF THINGS; IT'S PART OF THE ALL-INCLUSIVE EXPERIENCE!

YOU'RE A GOOD FIT IF YOU:

- ARE CURRENTLY ATTENDING COLLEGE
- ARE ABLE TO WORK ALL 51 HOME GAMES AND ADDITIONAL OFF-SITE EVENTS
- HAVE STRONG ORGANIZATIONAL SKILLS
- HAVE THE ABILITY TO ADAPT TO A FAST-PACED, MULTI-TASK WORK ENVIRONMENT
- HAVE SUPERIOR ORAL COMMUNICATION. WRITING AND EDITING SKILLS
- ARE HIGHLY MOTIVATED WITH A STRONG WORK ETHIC
- STRONG DESIRE TO WORK IN A TEAM ENVIRONMENT

PLEASE SEND RESUME AND COVER LETTER TO:

CHRIS SALAZAR: DIRECTOR OF TICKET OPERATIONS

CSALAZAR@BOOMERSBASEBALL.COM