



UTSA ATHLETICS FACILITIES AND EVENT OPERATIONS INTERNSHIP

The UTSA Athletics Facilities and Event Operations Department is looking to hire motivated individuals. For the 2019-2020 academic year. This unpaid position will assist the professional staff members in the general upkeep of UTSA Athletics facilities and the execution of UTSA athletic events.

Job Duties

- Provide support in the setup and breakdown of athletics events
- Collaborate with other departments within UTSA Athletics to enhance event experience
- Assist with guest services, event staffing, and security at assigned events
- Communicate with Visiting Teams and Officials
- Perform general facility maintenance tasks
- Enforce policies and regulations of UTSA Athletics, Conference USA, and NCAA
- Complete assigned projects and other clerical work

Required Qualifications

- Enrolled as a student at UTSA
- Interested in pursuing a career in professional or collegiate athletics
- Availability to work 10 hours per week including nights, weekends and holidays
- Ability to walk up and down stairs and stand in one place for long periods of time in variable weather conditions
- Possess the ability to lift and move items up to approximately 50lbs
- Must possess strong organizational and communication skills
- Transportation is needed to travel to venues not located on UTSA Main Campus

Preferred Qualifications

- Experience with event planning, set-up, and tear down
- Athletics event experience
- Previous customer service experience

To Apply

- Send your resume to Drew Altavilla, Director of Facilities and Event Operations, at drew.altavilla@utsa.edu.