PRACTICUM POSTING
COMMUNICATIONS PRACTICUM

Job Description

The University of Alberta Athletics Communications Intern will assist with the daily operations of the Golden Bears and Pandas communications office. With 24 varsity teams, 13 sports and over 500 student-athletes, this practicum student will develop the skills needed for a future job in sports media and communications, broadcasting, or video production.

This position is based on a 35-hour work week, but will require considerable flexibility with work in the evenings and weekends. The position can suit either a four or eight month practicum student. The primary roles of this individual will include:

• Writing, editing, and posting content on the Golden Bears and Pandas website, including game previews, recaps, and feature stories
• Design, writing, edit, lay-out and printing of all “Game Plan” team sport programs during the season. Each “Game Plan” program receives a 400-600 word preview, full rosters for all competing teams, and a stats/standings page. Each team sport receives a “Game Plan” for every home conference and playoff event.
• Assisting with media relations, coordinating and conducting interviews with student-athletes, staff and coaches
• Providing local and national media outlets regular previews, results, recaps, and press releases.
• Provide local and national media outlets with the national Top 10 lists, stats, photos, standings, archived and historical context, team and program histories, as well as student-athlete and coaching staff biographical information
• Potential play-by-play or colour commentary opportunities on various Golden Bears and Pandas webcasts
• Opportunity to assist with the Multimedia Production and Social Media team

Qualifications

The Communications intern must meet the following qualifications:

• Excellent writing and communications skills
• An understanding of sports, and/or a desire to work in a sports related field
• Working towards a diploma or degree in Television or Radio broadcasting, Communications, Journalism, or any related field of study
• Experience with Microsoft office, Photoshop, Final Cut Pro, or other video and photo editing software
• Ability to work irregular hours, including nights, weekends, and long shifts
• Experience with the full scope of video production, including shooting, editing, producing, and scripting
• Knowledge of Canadian University Sport, Canada West or the Golden Bears and Pandas varsity teams is a plus

Please Forward Resume to:

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