

Go the Distance Baseball, LLC.: Position Description

Job Title: Tournaments, Events, and Facility Operations Intern
Reports to: Vice President, Field of Dreams Operations
Type: Summer Internship (May 20th – August 4th)
Location: Dyersville, Iowa



Summary:

The Tournaments, Events, and Facility Operations Interns will contribute to the facilitation, management, and success of the 2024 youth baseball tournaments hosted by the Field of Dreams Movie Site. Interns will also contribute to the success of special events and daily activities at the Field of Dreams Movie Site.

Essential Duties and Responsibilities:

1. Demonstrate continuous professionalism, leadership, and respect as a representative of the Field of Dreams Movie Site, especially when working with coaches, players, families, and visitors.
2. Act as point of contact for and offer assistance to daily visitors to the Field of Dreams Movie Site including FODMS information, responding to frequently asked questions, and hospitality.
3. Assist in managing fields at tournament locations in Dyersville and the surrounding area. This may include facility set up and tear down, conducting merchandise sales, prepping diamonds, and inputting scores and pitch counts into a tournament management software.
4. Assist in managing skills competitions at the Field of Dreams Movie Site. This may include field prep, facility set up and tear down, parking, and facilitating events such as a home run derby, speed relay, and throwing relay.
5. Assist in the production of championship games on the Field of Dreams. This may include field prep, facility set up and tear down, score keeping, and parking.
6. Conduct activities in the production and execution of special events and daily activities at the Field of Dreams Movie Site. This may include Ghost Saturday Shows, event center rentals, etc.
7. Assist in limiting visitor access to non-public area of the FODMS.
8. Serve as the on-site staff member for field rentals. This may include field prep, check-in, and facility clean-up.
9. Conduct pre-planning and management activities as needed.
10. Additional duties and responsibilities may be assigned.

Qualifications:

- Strong work ethic, with special attention to detail.
- Strong customer service and interpersonal skills.
- Strong organizational skills.
- Work well in a fast-paced environment with the ability to think on your feet and correct course.
- Ability to work well independently and be a self-starter.
- Ability to work well with others in a team environment.

- Strong verbal and written communication skills.
- Reliable, dependable, and professional.
- Proficient in Windows applications such as Word and Excel.

Pay:

Interns will be paid a \$4000 stipend.

Work Hours:

Interns can expect to work 20 – 40 hours per week depending on staffing needs. Most hours will be worked Friday – Sunday during tournaments. Interns must be able to work weekends from May 24th (Memorial Day weekend) through July 28th. The Field of Dreams will also host two softball tournaments in the fall on September 21st - 22nd 2024 and October 5th - 6th, 2024.

Housing and Transportation:

Interns are expected to find their own housing for the duration of their internship. Housing recommendations may be provided.

Interns are expected to have transportation and may be asked to transport equipment to and from the Field of Dreams Movie Site and the surrounding area.

Experience:

This internship is designed for college students or recent graduates seeking experience in the sports, tourism, and events industries.

The following traits and experiences are preferred:

- Currently pursuing or recently graduated with an associate or bachelor's degree.
- Preferred candidates have experience in customer service.
- Preferred candidates have experience in event management.
- Knowledge of baseball, or a baseball/softball background is preferred.

Certificates, Licenses, and Registrations

- Current and valid driver's license, vehicle, registration and insurance

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Standing – Approximately greater than 3/4 of on-the-job time
- Walking – Approximately greater than 3/4 of on-the-job time
- Sitting – Approximately greater than 1/3 of on-the-job time

- Use of hands to finger, handle or feel – Approximately greater than 2/3 of on-the-job time
- Reaching with hands and arms – Approximately less than 2/3 but greater than 1/3 of on-the-job time
- Stooping, kneeling, crouching or crawling – Approximately less than 2/3 but greater than 1/3 of on-the-job time
- Talking or hearing – Approximately greater than 3/4 of on-the-job time
- Weight lifted/Force exerted – An average of approximately 25 pounds continuously; up to 50 pounds, non-continuously.
- Vision – Must have clear vision near and far, with or without corrective measures

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job.

- Environmental – Occasionally exposed to working near moving mechanical parts. Position requires time outdoors and weather conditions may impact some facilities with regards to humidity and/or temperature fluctuations
- Noise – Moderate to Loud (i.e. utility vehicles, public address, mowers, computers, printers, fax machines, light traffic, large groups, crowds, etc.)

Details:

Interested candidates should submit their application, resume, and references to John Sutter at jsutter@traveldubuque.com. The application deadline is **February 2nd, 2024**.

Go the Distance Baseball, LLC is an equal opportunity employer. We encourage individuals from diverse backgrounds to apply.