

## **Community Relations Internship Description**

### Primary Responsibilities:

- Organize and attend community events with players
- Assist with auction tables
- Draft auction letters and donation letters for community organizations, as well as draft press releases for community events
- Assist with coordinating charity drives/collections at games
- Contact local groups and help to schedule/organize player appearances
- Help facilitate autograph sessions at games
- Assist with the execution of player and coaches clinics
- Provide support for the Mystics Foundation in various capacities
- Assist with organizing various community events throughout the season
- Other responsibilities as designated

### Essential requirements:

- Undergraduate or Graduate student in good academic standing
- Excellent communication skills (both verbal and written)
- Strong organizational skills
- Able to work all Mystics home games; must be willing to work a flexible schedule including days, nights and weekends
- Familiar with Maryland, DC, Virginia area
- General knowledge of professional sports and women's basketball preferred