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INTERNSHIP OPPORTUNITY: CLUBS & COMPETITIONS (2)

Ontario Basketball requires two enthusiastic, energetic people who love the game of basketball and would like to assist in the growth of the sport at the provincial level. The successful candidate will be involved with all aspects of Clubs and Competitions organization and administration and will work directly with member club contacts and coaches regarding the Ontario Basketball club season, team registration, and 2023 OBA Championships.

Reporting to the Director, Clubs & Competitions, the two successful candidates will enjoy working as part of a team, demonstrate a positive attitude, and possess a desire to work in an amateur sport environment.

Responsibilities will include, but are not limited to:

- Assisting with OBL & OBA Championships database management (player, coach & team registration) on TeamSnap.
- Working with Clubs & Competitions staff to plan and organize the 2023 OBA Championships, including liaising with host clubs, and assembling Championships host packages for host committees (e.g. signage, merchandise, rulebooks, basketballs).
- Supporting the generation of digital content for OBL on the OBA website and OBA social media channels.
- Supporting OBL staff with schedules, standings, and rankings.
- Performing other related tasks as assigned.

Skills and Qualifications:

- Working toward degree or diploma in sport management.
- Prior knowledge of basketball is a strongly valued asset for this position.
- Strong communication and interpersonal skills to interact with various stakeholders in a service-oriented environment.
- Team player with the ability to work independently, take initiative, and learn new skills as needed.
- Customer service and event management experience are assets.
- Strong organizational skills to handle multiple tasks and prioritize appropriately to meet critical deadlines in a fast-paced environment.
- Able to work flexible hours (including some evenings and weekends).

Type of Position: Internship

Number of positions: 2

Term: January to April 2024

Compensation: Honorarium (\$1,000 each)

Expected work environment: Hybrid, ex: 2 days in office per week, 3 days remote work

Application Process: Interested applicants should email their resume and cover letter to info@basketball.on.ca with the opportunity they're interested in within the subject line.

Application Deadline: Wednesday, November 15, 2023

Ontario Basketball is an equal opportunity employer. Ontario Basketball is pleased to accommodate individual needs. If you require accommodation at any point throughout the recruitment or selection process, please email info@basketball.on.ca.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

About Ontario Basketball

Ontario Basketball is the sport governing body for basketball in the province of Ontario. Ontario Basketball was incorporated as a not-for-profit organization in 1977, but its history dates back to over 80 years ago. Ontario Basketball represents amateur basketball interests in the province and oversees basketball development through the provision of programs and services aimed at meeting the needs of the evolving provincial, national and global basketball landscape. For more information, visit www.basketball.on.ca.