

BELLINGHAM BELLS

• **BASEBALL CLUB** •

Bellingham Bells Internship Program

The Bellingham Bells are pleased to offer internships to college enrolled students who are eligible to receive credit for their work with the Bells. The Bells internship program combines hands-on experience with a wide range of speakers and field immersion experiences to help students experience multiple aspects of sports business and learn more about what it takes to become a professional within the industry.

The Bellingham Bells are currently accepting applications for:

Summer 2023 (May 31 – August 15, 2023)

Social Media/Marketing
Communication/Beat Writer Intern
Video Production & Broadcast Intern
Photography Intern
Promotions Intern

What You Need to Know:

- These internship positions are for-credit, unpaid internships. The successful candidate MUST be enrolled in an academic internship program and receiving credit through an accredited college or university for internship hours.
- Internships range from 150-240 hours depending on your academic internship requirements. Interns must be available for all Bells' home games. Additionally, interns will be required to be in attendance for 5-7 additional events including an educational field trip, internship seminars and Bellingham Bells Media Day. All internships are intended to be primarily ON SITE, with limited remote work available.
- Applications will be reviewed as received. NO applications will be accepted after April 1, 2023.
- To apply, please follow the specific instructions listed in the internship description of the position you are applying for.

Questions?

Haley Cyr | Operations Coordinator
(360) 527 -1035 haley@bellinghambells.com

BELLINGHAM BELLS

• BASEBALL CLUB •

SOCIAL MEDIA/MARKETING

The Social Media/Marketing internship is designed for students who have interest in gaining experiences in marketing, community relations & social media. Interns will work in a variety of focus areas with the overall goal of assisting the Bells front office team engage the Bellingham community, maintain brand awareness & drive excitement and ticket sales for the 2023 season.

RESPONSIBILITIES MAY INCLUDE, BUT WILL NOT BE LIMITED TO:

- Manage team social media accounts and coordinate monthly post creation and scheduling
- Assist with public relations and marketing efforts including but not limited to press releases, email marketing, website content creation, social media marketing, radio & print advertising, etc.
- Work with Bells front office on community-based projects including Bells Reading Program, Kids Club and Silver Sluggers.
- Collaborate with local businesses on cross-branding marketing opportunities including in-person appearances at the business, cross-promotions & engagements, giveaways, etc.
- Help to plan & execute game-day promotions and work to enhance game day promotional experience for fans
- Assist with planning & executing promotional events, and ceremonies

MINIMUM REQUIREMENTS INCLUDE:

- Available for all Bellingham Bells home games during summer 2023 (full schedule available mid-October/November at bellingshambells.com) *only applicable for summer internship.
- Basic coursework in communication, marketing, or public relations
- Experience with marketing campaigns and/or community relations work
- Familiarity with social media platforms and management of them

COMPENSATION:

- This is a for-credit, unpaid internship. The successful candidate **MUST** be enrolled in an academic internship program and receiving credit through an accredited college or university for internship hours.

START DATE: June 1, 2023

HOURS: Winter and spring internship hours will vary depending on intern's schedule and office needs. Summer intern hours will be every home game Mon-Sat 5 p.m. – 10 p.m., Sun 12 p.m. - 5 p.m. (192 hours) with additional hours available if needed.

APPLICATION PROCEDURE: Send resume and cover letter to haley@bellingshambells.com. No applications will be accepted after April 1, 2023.

BELLINGHAM BELLS

• BASEBALL CLUB •

COMMUNICATION/BEAT WRITER INTERNSHIP

The Communication/Beat Writer intern will work closely with the Bells' front office & the Director of Broadcasting/Media Relations to produce relevant, engaging & quality content to help tell the Bellingham Bells story. This position will focus on news writing, video interviews & the compilation of engaging content to help fans get to know the 2023 Bellingham Bells.

RESPONSIBILITIES MAY INCLUDE, BUT WILL NOT BE LIMITED TO:

- Support broadcast efforts during home games; occasionally provide color commentary as needed.
- Prepare nightly recap package for each home game. This will include the prompt production of a game recap article to be posted on the website, and the creation of a graphic to be posted on the website and all social media channels.
- Write weekly feature stories (500 words) for publishing in printed roster handout distributed to fans at Bells' home games. Augment stories with video pieces to be shared on Bells social media.
- Work closely with Director of Broadcasting to brainstorm and execute weekly feature stories highlighting human-interest stories within the Bellingham Bells network.
- Coordinate local media requests & reach out to local media outlets with engaging story ideas on behalf of the Bells.

MINIMUM REQUIREMENTS INCLUDE:

- Available for all Bellingham Bells home games during summer 2023 (full schedule available at www.bellinghambells.com).
- Strong writing skills and knowledge of AP Style.
- Demonstrated proficiency in the ability to produce a quality written piece involving multiple interview subjects in a timely manner.
- Experience shooting, editing & publishing short, simple video pieces.
- Excellent communication skills (both written and verbal).

PREFERRED QUALIFICATIONS:

- Demonstrated proficiency with Adobe InDesign
- Knowledge of baseball rules and terminology

COMPENSATION: This is a for-credit, unpaid internship. The successful candidate MUST be enrolled in an academic internship program and receiving credit through an accredited college or university for internship hours.

START DATE: May 31, 2023

HOURS: 5:00 p.m.-10:00 p.m. (earlier hours on day games) for all 29 home games (145 hours) + additional hours to be scheduled as needed (dependent on the total number of internship hours required by academic program).

BELLINGHAM BELLS

• BASEBALL CLUB •

APPLICATION PROCEDURE: Send resume and cover letter to haley@bellinhambells.com. Please include at least one writing sample with your application. Applications will be reviewed as received. No applications will be accepted after April 1, 2023.

VIDEO PRODUCTION INTERNSHIP PROGRAM

The Video Production internship program is designed for students who have a high interest in working in video production and broadcast. Interns will work together to create & execute nightly video live stream broadcasts, as well as curate and coordinate all in-game entertainment on the Joe Martin Field video board.

RESPONSIBILITIES MAY INCLUDE, BUT WILL NOT BE LIMITED TO:

- Coordination of the nightly live broadcast, including communication with the camera crew and attention to technical elements involved (radio stream, camera connections, etc.)
- Engineer broadcast, maintaining a high level of quality (sound, picture, graphics). Use WireCast software & Adobe Photoshop to create templates for broadcast design, including but not limited to score graphics, advertising graphics, etc.
- Cut nightly highlight packages for use on Bells' social media channels.
- Produce content for Joe Martin Field video board and coordinate nightly presentation.
- Capture in-game video content and produce "hype" or series videos for social media usage.

MINIMUM REQUIREMENTS INCLUDE:

- Available for all Bellingham Bells home games during summer 2023 (full schedule available at www.bellinghambells.com)
- Basic technical knowledge of how to set up & engineer a video broadcast
- Knowledge of social media and web standards for video content
- Proficient in Final Cut Pro or Adobe Premiere and Adobe Photoshop

COMPENSATION:

- This is a for-credit, unpaid internship. The successful candidate MUST be enrolled in an academic internship program and receiving credit through an accredited college or university for internship hours.

START DATE: May 31, 2023

APPLICATION PROCEDURE: Send resume and cover letter to haley@bellinhambells.com. Please include at least one video clip of your work. No applications will be accepted after **April 1, 2023**.

BELLINGHAM BELLS

• BASEBALL CLUB •

PHOTO INTERN

The Photo Intern will be responsible for the daily coverage of Bellingham Bells home games and will work closely with the Media Relations & Marketing departments to provide content for social media channels and website content. In this internship, the photo intern will help to provide a catalog of photos for use by the Bells' marketing & media teams, which will help support the team's overall media relations efforts.

RESPONSIBILITIES MAY INCLUDE, BUT WILL NOT BE LIMITED TO:

- Cover all 32 home games during the 2023 season, capturing images of pre-game and post-game ceremonies, in-game action, and highlights.
- Work closely with Bells' media relations team to provide 1-3 edited images nightly, to be used in game recaps and other media relations materials.
- Maintain an organized collection of edited photos cataloged by date, opponent & player number for easy access by media relations and marketing team.
- Capture team headshots & shoot annual team photo.

MINIMUM REQUIREMENTS INCLUDE:

- Available for all Bellingham Bells home games during summer 2023 (full schedule available at www.bellinghambells.com)
- Demonstrated experience with action photography
- Excellent verbal communication skills
- Proficiency with Adobe Photoshop

PREFERRED QUALIFICATIONS:

- Prior experience with archiving and organizing a large number of photos in a digital collection

COMPENSATION: This is a for-credit, unpaid internship. The successful candidate MUST be enrolled in an academic internship program and receiving credit through an accredited college or university for internship hours.

START DATE: May 31, 2023

HOURS: 5:00 p.m.-10:00 p.m. for all 32 home games (160 hours) + additional hours to be scheduled as needed (dependent on the total number of internship hours required by academic program).

APPLICATION PROCEDURE: Send resume and cover letter to haley@bellinhambells.com. Please include sample work (link to online gallery or 5-8 sample images) as part of your application. Applications will be reviewed as received. No applications will be accepted after **April 1, 2023**.

BELLINGHAM BELLS

• BASEBALL CLUB •

Promotions Intern

The Promotions Intern will assist with day-to-day operations in preparation for Bells gamedays. This position will assist the Promotions department in the execution of multiple events on a given game day, as well as coordinating on-field and in-game elements. We are looking for an individual looking to gain theatrical experience, fan-engagement of large crowds, and in-game promotional experience.

Responsibilities

- Attend pre-game meeting with Promotions Coordinator – receive game duties, review all necessary items, receive instructions, and execute assigned pre-game/in-game activities.
- Assist in execution of on-field and in-park contests. Includes enthusiastically participating in some elements of contests (i.e. congratulating winning contestants, delivering prizes, etc.), explaining simple procedures of contests to participants and assisting in set-up and tear down.
- Accompanying the Mascot around the ballpark and ensure accountability of their schedule of events during games.
- Engage with fans on the concourse as they enter the stadium.
- Take photos/videos during games and events for social channels. Works with social media/marketing interns for social schedule and content needs.
- Embody a positive brand ambassador and always represent the Bells in a professional manner.

Characteristics/Qualifications

- Interest in gaining knowledge of promotions and ballpark operations.
- Very comfortable interacting with fans and large crowds.
- Positive, outgoing, and energetic personality.
- Strong communication and guest service skills.
- Excellent organizational skills.
- Ability to interact with and entertain a crowd of all ages.
- The ability to work in and enjoy a fast-paced environment.

Requirements

- General knowledge of baseball and the Bells
- Able to work all Bells home games and attend all pre-season mandatory meetings and rehearsals.
- Must be able to stand and walk for prolonged periods.
- Ability to interact with and entertain a crowd of all ages.

COMPENSATION: This is a for-credit, unpaid internship. The successful candidate MUST be enrolled in an academic internship program and receiving credit through an accredited college or university for internship hours.

START DATE: May 31, 2023

HOURS: 5:00 p.m.-10:00 p.m. for all 32 home games (160 hours) + additional hours to be scheduled as needed (dependent on the total number of internship hours required by academic program).

BELLINGHAM BELLS

• **BASEBALL CLUB** •

APPLICATION PROCEDURE: Send resume and cover letter to haley@bellinhambells.com. Applications will be reviewed as received. No applications will be accepted after **April 1, 2023**.