

Do you want...

- ✓ To gain experience in the industry?
- ✓ To have a quality internship experience?
- ✓ To work on tangible projects?



Australian University Sport is seeking 4 people to fill the role of Sport Competitions Assistant to be a part of our Nationals event delivery team. This is an internship opportunity at our Gold Coast office and will offer work experience across The Nationals Div 1 and Div 2 events.

As part of this internship, you will get hands on work experience in the areas of:

- Overseeing a cluster of sports to ensure competition delivery standards are met
- Liaising with a variety of sport personnel and stakeholders
- Producing sport folders and manuals, competition management manuals and sport boxes, all of which are integral sport competition resources
- Collating, allocating, distributing and tracking sports equipment across multiple venues
- Training event time sport volunteers
- Updating sport pages on event websites
- Development of venue plans
- Post event tasks such as collation of scoresheets and sorting equipment

Is this role for you? The Sport Competitions Internship would suit a person studying in the field of sports management, event management or someone who has an interest in conducting sporting competitions

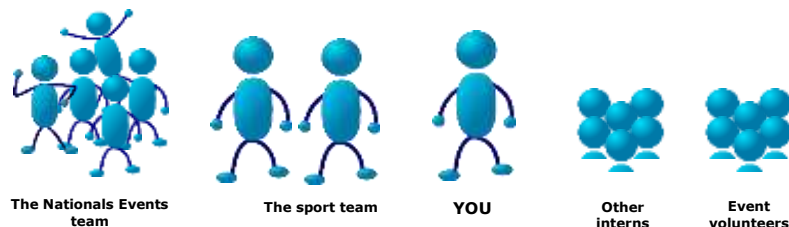
We are looking for someone who:

- ✓ Has can remain calm under pressure
- ✓ Can balance a number of tasks at any one time
- ✓ Has excellent written, verbal and organisational skills
- ✓ Is confident in communicating with a wide variety of people
- ✓ Prides themselves on their ability to prioritise and meet deadlines, and manage expectations of stakeholders
- ✓ Has experience in using Microsoft Office
- ✓ Has initiative
- ✓ Can contribute to a wider team working towards common goals
- ✓ Is enthusiastic and motivated
- ✓ Has well developed customer service and problem solving skills
- ✓ Can exercise judgment and work without supervision
- ✓ Is friendly and approachable
- ✓ Likes to do what it takes to get the job done and can still smile when times get really busy

Key information:

- Position duration is from early 2018 to end of October 2018
- This role requires at least one day per week for the duration of the internship as well as set times across event delivery periods. Arrangements will be made to accommodate study commitments, exams, work and holidays
- The role is mobile during event delivery periods (moving from venue to venue)
- A full induction to AUS and on the job training is provided as well as access to our career pathway rewards program

Who is in your team?



Interested?

Send your CV and letter telling us how fabulous you are to aug.workforce@unisport.com.au

Applications will be accepted until the position is filled.

Interviews will be scheduled with applicants on a rolling basis until the position is filled.

More info?

Check out more about Australian University Sport on [our website](#) or find us on social media

