



We are thrilled to announce a hands-on internship opportunity within the Event/Program Management department at NPJ Sports Complex, and we warmly invite students to apply. At the NPJ SC, we take pride in offering a dynamic environment where interns will actively participate in preparing, managing, and debriefing sports tournaments, leagues, open gyms, and other programs with a strong focus on operations.

Internship Focus Areas: **Event/Program Management - Sports Tournaments, Leagues, Open Gyms, and OPERATIONS**

1. Operations-Centric Event Preparation:

Interns at NPJ Sports Complex will be deeply involved in the operational aspects of event preparation. This includes logistics planning, equipment setup, coordinating staffing requirements, and ensuring all facilities are ready for the successful execution of sports tournaments, leagues, open gyms, and other programs. Interns will gain practical insights into the meticulous planning required to ensure smooth operations.

2. Efficient Program Management:

Interns will actively contribute to the efficient management of sports programs by overseeing day-to-day operations. This includes coordinating schedules, managing participant registrations, liaising with teams, and addressing any operational challenges that may arise during the course of events. Interns will play a vital role in maintaining a positive participant experience.

3. Debriefing and Continuous Improvement:

Following each event or program, interns will engage in comprehensive debriefing sessions. This includes evaluating the success of the operations, gathering feedback from participants and staff, and identifying areas for improvement. Interns will actively contribute to the continuous improvement of our events and programs, implementing lessons learned to enhance future operations.

“NPJ Sports Complex 4050 Fairview Industrial Drive SE Suite 100 Salem, OR 97302

info@npjsportscomplex.com 503-385-1923

Revised: 12/18/2023”



Why the NPJ Sports Complex is the Ideal Host:

Operational Focus: NPJ Sports Complex places a strong emphasis on operations, providing interns with a unique opportunity to gain hands-on experience in the day-to-day management of sports events and programs.

Real-World Challenges: Interns will be exposed to real-world challenges and have the chance to develop problem-solving skills as they actively contribute to the operational success of sports activities.

Mentorship and Learning: Our experienced team is committed to mentorship, providing interns with guidance and support as they navigate the complexities of event and program management in a sports complex setting.

Practical Skill Development: Interns will develop practical skills in event logistics, operations management, and continuous improvement, preparing them for future roles in the sports and events industry.

We encourage students who are passionate about the operational aspects of event and program management in a sports complex setting to apply for this internship opportunity. We believe that this experience will provide valuable skills and insights into the operational side of sports programming.

*Unpaid 8-10 hours / week or as needed defined by your internship program.

“NPJ Sports Complex 4050 Fairview Industrial Drive SE Suite 100 Salem, OR 97302

info@npjsportscomplex.com 503-385-1923

Revised: 12/18/2023”