CONGRATULATIONS!

Hats off to all the recent graduates from the Sport and Recreation Management Department at the H. Wayne Huizenga School of Business and Entrepreneurship. We wish you well and ask that you stay in touch. Your NSU email will still be available for your use. So continue to check out the newsletter for opportunities. In addition to internships, we publish information about full time jobs! So stay in touch and share your news with us.

PLANNING

Whether you just graduated or need to finish your course work for your degree, planning is essential. Remember that finding a job is a full time job! Take advantage of the information in the newsletter. We are featuring more and more full time positions as well as internships and volunteer opportunities. Do not wait until the last minute!

YOUR NETWORK

We have excellent resources right on our campus! Melissa Fronstin, Director of the Don Taft University Center, has considerable experience and a vast network. She recently shared news about a full time opportunity with Live Nation Entertainment for a Marketing Services Specialist for Venues and Tours. Let Professor Olson know if you want more information.

Helpful Information

- Contact Professor Nancy Olson for more information: onancy@nova.edu
- (954) 383-1132
- Call or email to arrange a meeting

Special points of interest:

- **SPT 2950**—Practicum: Requires a minimum of 75 hours of experience for 3 credit hours.
- **SPT 4951**—Internship: Requires 150 hours of experience for 6 credit hours.
- **SPT 4950**—Internship: Requires 300 hours of experience for 12 credit hours.
- **Volunteer Assignments**: Take advantage of opportunities to enhance your resume. Employers value your community involvement!
- **Reminder**: To all students doing a practicum or internship—SEND YOUR LOG VIA BLACKBOARD TO PROFESSOR OLSON EACH MONDAY!
Jeff Johnson, Assistant Athletic Director at Pine Crest School, recently contacted NSU Sport and Recreation Management about internships for the 2012—2013 school year. Pine Crest offers 29 sports and is located on NE 62 Street approximately 15 miles from the NSU campus. They have great facilities and a well-run program. Please let Professor Olson know if you are interested.

Check out this information from Jeff Johnson:

**Internship Position:** Pine Crest School (Fort Lauderdale)  
*Sport Management, Game-Day Management, Sports Marketing and Athletic Administration*

1. Set-up and take-down before and after games  
2. Marketing of sporting events via numerous media outlets  
3. Assist with administrative supervision and the announcement of events during games

The hours will vary throughout the week and will rarely include weekends. Games will either run from 4—6 pm or 7—9 pm. The intern will be responsible for showing up on time and be consistent with attendance when informed of the schedule. Scheduling will be done in advance with ample notice so that planning can be negotiated. This is an unpaid internship.

Pine Crest is a unique preparatory school with a solid reputation. The Panthers have produced numerous professional athletes, among them most recently is Brandon Knight. Here is a link to their athletic website:  www.pinecrest.edu/athletics
OPPORTUNITIES

INTERNSHIP WITH BOSS GLOBAL MEDIA

Boss Global Media is a worldwide leader in athletic and entertainment sponsorship. BGM works with clients around world including Formula1, Indy Car, NASCAR, NFL Athletes and Stadiums, MLB Athletes and Stadiums, PGA, FIFA, Miss Universe and many more. BGM connects their clients with global corporations for mutually beneficial sponsorship opportunities. This internship will give you the opportunity to learn from some of the industries top business executives, build relationships with corporate executives and grow with an international corporation with an entrepreneurial mindset. Responsibilities will include, researching companies for sponsorship opportunities, data entry, contacting companies for lead generation, working directly with BGM principles to build and develop sponsorship packages, attending events for networking and marketing. Please email your resume and cover letter to Jenny Fernandez at info@bossglobalmedia.com or 1-800-385-0524
OPPORTUNITIES

MIAI MI DOLPHINS / SUN LIFE STADIUM
JOB DESCRIPTION

POSITION: MARKETING INTERN

Department: Marketing
Reports To: Marketing Manager

ESSENTIAL FUNCTIONS:
The Marketing Intern will be responsible for assisting with driving awareness and results for growth initiatives for the organization’s marketing programs and partnerships through public relations, advertising, promotions, event participation and grass-roots efforts.

Key Responsibilities:
- Implements activities related to the day-to-day execution of marketing plans in an effort to achieve/exceed sales and marketing objectives
- Builds awareness of the initiatives and ticket sales executing marketing plans
- Assists with all aspects of the sales and marketing efforts including ticket sales, advertisements, production, research, media and strategic development
- Initiates and implements under supervision guerilla marketing tactics and in-market promotions.
- Provides day-to-day support to the marketing team through the development of proposals, presentations and other marketing materials
- Ensures that collateral, promotions and event participation reflect the brand of the company accurately
- Coordinates and implements event activation working with other departments and external organizations
- Assists the Marketing Manager and the marketing team with administrative tasks as assigned

Qualifications:
- Current 4 Year College Student
- Strong customer service and interpersonal skills
- Commitment to drive to results in a fast-paced environment
- Passion for understanding customer needs Strong analytical and problem solving skills
- Excellent project management, organizational, writing skills
- Original thinking and independent initiative
- Bilingual Spanish/English a plus
- Microsoft office suite computer skills
- Basic Adobe Photoshop and Illustrator skills

Last Revision: 5/13/2012
OPPORTUNITIES

MIAMI DOLPHINS / SUN LIFE STADIUM
JOB DESCRIPTION

POSITION: DATABASE MARKETING INTERN

Department: Marketing
Reports To: Database Marketing Manager

Essential Functions:
The Database Marketing intern will assist the Database Marketing Manager with the execution and reporting of email campaigns while also providing additional support with various departmental functions.

Key Responsibilities:
• Using HTML code, design email campaigns
• Basic email image design using Adobe Photoshop or Illustrator
• Create email reports using Microsoft Excel
• Create sales and marketing departmental PowerPoints
• Assist with lead generation and prospecting
• Adhere to department guidelines in relation to productivity
• Work with related departments to improve communication and the fan experience
• Assist with administrative functions for the department
• Facilitate special projects as assigned
• Additional related duties as assigned

Qualifications:
• Current 4 Year College Student
• Strong customer service and interpersonal skills
• Excellent written and oral communications skills
• Excellent understanding of Microsoft Word, Excel and PowerPoint
• Basic understanding of HTML
• Basic understanding of Adobe Photoshop, Illustrator and Dreamweaver
• The ability to learn new software applications quickly
• Bilingual (English/Spanish) a plus
• The ability and desire to work flexible hours including evenings, weekends and holidays
OPPORTUNITIES

SUN LIFE STADIUM / MIAMI DOLPHINS
JOB DESCRIPTION

POSITION: Associate, Ticket Sales

DEPARTMENT: Ticket Sales
REPORTS TO: Senior Manager, Ticket Sales

Status: 30 hours per week, flexible days/evenings. Seasonal position (at least through Sept)
$9/hr plus 5% commission on ticket sales.

Summary: Assist the Miami Dolphins Sales Department by maintaining an active role in the sale of Dolphins Season Tickets, Partial Plans and Group Tickets.

ESSENTIAL FUNCTIONS:
• Prospect potential full season, partial season and group ticket clients through daily phone calls, emails and high volume outbound calls.
• Adhere to department guidelines in relation to call volume, prospecting and productivity
• Help maximize renewal business and maintain a high level of customer service to new and existing clients
• Work with related departments to improve communication and the fan experience
• Consistently enter client data into CRM system throughout the sales process to aid in information sharing between sales and service personnel
• Represent organization at various networking and/or offsite community events promoting ticket sales
• Assist with administrative functions for the department
• Facilitate special projects as assigned
• Additional related duties as assigned

ESSENTIAL REQUIREMENTS:
• High School diploma/GED. College degree preferred.
• Strong customer service and interpersonal skills
• Archtics ticketing system and Microsoft CRM experience preferred
• Telephone sales and/or customer service experience preferred (previous experience with a sports franchise or in the sports industry a plus)
• Excellent written and oral communications skills
• Ability to handle heavy outbound/inbound phone volume
• Basic understanding of Microsoft Word and Outlook
• Bilingual (English/Spanish) a plus
• The ability and desire to work flexible hours including evenings, weekends and holidays

Apply to www.dolphins.com Click on Employment
OPPORTUNITIES

THE CHAMBER
SPORTS TRAINING, FITNESS & THERAPY FACILITY

OPERATIONS MANAGER

About The Chamber:
The Chamber, a Sports Training, Fitness & Therapy Facility (“The Chamber”) will be the leading sports performance and instruction training center. The Company will utilize a state-of-the-art training facility, energetic and certified professional coaches and instructors, sports therapy and medical rehab referral program. The company trains motivated athletes aged 8 to 10 (male and female), as well as a large number of collegiate and pro athletes in virtually every sport. In addition to a strong corporate management team with a proven track record of building successful business ventures, The Chamber will include current and former athletes for name recognition as well as proven professional instruction.

Definition of Position:
Responsible for the day-to-day operations, financial reporting and customer service of the facility.

Responsibilities:
- Overall operations, efficiency and financial performance of the facility
- Weekly commissions and retention tracking
- All relationship building with clients, parents, community leaders, area coaches, athletic programs and local physicians
- Work directly with Recruiters to build membership and overall business growth
- Analyze information from the facility software and provide feedback to the Facility Coordinator
- Responsible for updating client records, properly applying payments, coding sessions, maintain coach’s schedule, etc.
- Prepare and reconcile the Revenue Spreadsheet to the bank
- Collect all accounts receivable including being aware of the status of client accounts, follow-up on late payments, collections, etc.
- Manage inventory
- Manage cash including daily activity and monthly bank reconciliation
- Manage payroll and personal files of part-time employees

Qualifications and Experience:
- Education: Bachelor’s degree preferably in Business Administration or similar field
- Minimum one year sales experience
- Fundamental understanding of financial accounting
- Familiarity with training athletizes, their environment and needs
- Computer literate, knowledge of word processing (MS Word), spreadsheet application (MS Excel) and presentation software (MS PowerPoint)
- Comfortable using e-mail (MS Outlook) and interacting with Internet applications
- Experience communicating with customers, employees and coaches

Additional Characteristics:
- Strong interpersonal skills and the ability to relate effectively with client, coaches, athletes and celebrities
- Organizational skills
- Ability to communicate effectively among multiple organizational levels
- Knowledge of the business structure and all services

Full-time position, 40+ hours per week
Compensation: $42,000 per year
Position Available: June 1, 2012

510 Shotgun Road, Suite 160, Sunrise, FL 33326
Phone 954-533-2137  FAX: 954-556-5147
www.chamberfitness.com