



JOB TITLE:	Communications Intern
TYPE OF POSITION:	Internship
REPORTS TO:	CEO & President
LOCATION:	Hawaii (virtual workplace)
APPLICATIONS DEADLINE:	December 10, 2021
START DATE:	January 2022 (depending on student availability)
INTERNSHIP DURATION:	5 MONTHS (May 2022)

OBJECTIVE:

The objective of the Communications intern is to provide help with Communications Committee to plan, organize, and execute a regional communications strategy.

ROLES & RESPONSIBILITIES:

- Creating and curating traditional and new media content for Oahu League programs.
- Create original digital content (written, photo, video, & audio), including player, coach, and other human-interest profiles.
- Managing of relationships within Oahu League programs, teams, local media, and potential influencers.
- Assist in planning and execution of communication strategy.
- Assist in the management communications database.
- Create and edit media posts.
- General administrative support, including writing copy for monthly newsletter.
- Attend weekend league matches when applicable.
- Other tasks upon request.

LEARNING OUTCOMES

Selected candidates will develop essential skills and gain valuable experience within a team environment at a not-for-profit sports organization. These skills will assist the candidate in preparing them for life outside of the academic environment.

- Tracking & Analytics
- Media relations management
- Writing & proofing

KEY ATTRIBUTES

- In pursuit of Post-secondary degree or diploma in related field (Communications, Public Relations, Journalism, Professional Communications, Strategic Communications, or other related programs).
- Effective communication skills – written and spoken English

OAHU LEAGUE

Of Hawaii Youth Soccer Association
Kūhanauna (A Soccer Generation on the Rise)

Phone: 808.352.0631
Address: PO Box 1924 Aiea, HI 96701
Email: info@oahuleague.com
Website: OahuLeague.com



- Detail oriented
- Strong Team Player
- Initiative and ability to manage multiple projects and meet deadlines
- Love of soccer/sport

COMPENSATION: These positions are volunteer positions and are available for School Credit only. Applicants not in school may still apply to gain experience.

HOW TO APPLY: Please send a Cover Letter and Resume to Christopher Keem at ceo@oahuleague.com - citing the position title in the subject line. No telephone calls please. We thank all applicants for their interest; however, those selected for an interview will be contacted.

HOURS

Typically, 10am-6pm three days per week depending upon college/university program requirements. Some weekends or evenings may be required.

ABOUT OAHU LEAGUE OF THE HAWAII YOUTH SOCCER ASSOCIATION

With over 4,200 players registered annually, Oahu League is dedicated to the development of well-balanced, successful players at the competitive levels. The Oahu League values Inclusiveness, Intentional Skill Development of players, coaches, administration, match officials and volunteers, Family-Balance, and Life-Long Enjoyment of Sport.

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