



NetWorks Sports Consulting, LLC Job Description BUSINESS DEVELOPMENT INTERNSHIP

SUMMARY

The NetWorks Sports Consulting Business Development Intern will assist the organization with all client initiatives. This candidate will focus on all aspects of the business and projects occurring during the applicable internship session. The position reports to the President.

Primary Responsibilities – Business Development:

- Assist in development of strategic plans for clients
- Prepare documents for client pitches
- Support NetWorks executives with various projects and initiatives
- Build databases and track projects
- Assist staff with day-to-day client projects
- Research quantitative and qualitative materials as it pertains to projects
- Build Business Development client list & make calls as needed
- Assist in the creation of sales presentations for potential corporate partners
- Participate in development of marketing & advertising, public relations, interactive services, sales, and branding initiatives

Essential requirements:

- Undergraduate or Graduate student in good academic standing
- Previous marketing or management experience is a plus, but not required
- Team player; excellent communication skills; creative
- Ability to multi-task; detail-oriented; fast learner
- Familiarity with Microsoft Word/Excel/PowerPoint
- General knowledge of professional or collegiate sports preferred