

CANBERRA  
**RAIDERS**



## 2021 CANBERRA RAIDERS INTERNSHIP DESCRIPTION

The Canberra Raiders Pty Ltd

### Membership and Ticketing Assistant (Unpaid Internship)

**Reports To:** George Giannakakis — Membership and Ticketing Officer  
Sam de Graaf — Senior Consumer Relations Officer

**Company:** The Canberra Raiders Pty Ltd

**Overview:** This Internship is the perfect opportunity for a confident, motivated and committed student to gain valuable experience and assist the Canberra Raiders to grow their Membership and Fan base in Season 2021. This Canberra based internship will provide the opportunity to network and also gain valuable insight into how a professional sporting organisation conducts its daily business.

**Contact Hours:** This internship will run across approximately 30 weeks commencing late January to October 2021 inclusive of all GIO Stadium home games and member events, with potential opportunities for office hours.

### Key Responsibilities:

- Plan and organise Game Day member activations
- Process Membership sales
- Assist in the Membership box office and process Membership sales at Raiders home games
- Assist with Member events
- Assist with data management on Membership database (Archtics)
- Assist with Membership planning for Season 2022

### Requirements:

- Available for 2021 Canberra Raiders events, including GIO Stadium Game Days
- Available to potentially work in Raiders Centre of Excellence office the week leading into each major event or as mutually agreed upon
- Demonstrate excellent customer service experience and skills
- Multi-task and able to cope in busy environments
- Excellent interpersonal and communication skills
- Previous events and/or sports experience will be highly regarded
- A 'can-do' attitude with an eagerness to learn is essential
- Adherence to all NRL & Raiders biosecurity and confidentiality requirements

### Student Outcomes:

- Industry exposure within one of Australia's largest sporting codes
- Exposure to government and corporate event operations
- Networking with potential future employers
- Opportunity to integrate with university study requirements
- Raiders uniform provided
- 2 x silver memberships provided

## Applications close Monday 14 December 2020

Please email your expression of interest with your resume and cover letter to:

George Giannakakis - Membership and Ticketing Officer

[georgeg@raiders.com.au](mailto:georgeg@raiders.com.au)

02 6253 3515

